



Clifford Juniors AFC

Membership Rules Regulations Codes of Conduct

1. **NAME:** The club shall be called CLIFFORD ASSOCIATION FOOTBALL CLUB (the Club).
2. **OBJECTS:** The object of the club is to provide facilities for and promote participation of the whole community in the sport of Football.
3. **STATUS OF RULES:** These rules form a binding agreement between each member of the Club.
4. **RULES AND REGULATIONS**
 - (a) The Club shall have the status of an Affiliated Member Club of English Football Association by virtue of its affiliation to The West Yorkshire Football Association and by virtue of its affiliation to the Harrogate & District League. The Rules and Regulations of The English Football Association, West Yorkshire Football Association and The Harrogate and District League to which the Club is affiliated, for the time being shall be deemed to be incorporated into the Club Rules.
 - (b) Additional club rules will be issued annually to each member and can only be revised with agreement
 - (c) All members of Clifford Association Football Club will abide by its Child Protection Policies and follow the Yorkshire Football Association Child Protection Policy statement and ensure 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 abuse. This is the responsibility of every adult in Football.

Clifford Association Football Club recognises its responsibility to safeguard the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. The club is determined to meet its obligation to ensure the Football opportunities provided for children and young people are to the highest possible standard of care

The policy applies to any member of Clifford Association Football Club whether in a paid or voluntary capacity and includes officials, managers, coaches, volunteers, helpers and umpires.

Clifford Association Football Club will consider, having taken advice, whether anyone who has a previous criminal conviction or caution for offences related to the abuse of children or young people, violence or any sexual offences should be excluded from working with children and young people. This position is reinforced by UK legislation and guidance.

All members of Clifford Association Football Club will abide by its Codes of Conduct and its Equal Opportunities, Anti-Discrimination and Anti-Bullying Policies, which follow Yorkshire Football Association guidelines.

Any member of Clifford Association Football Club found to be in breach of the Code of Conduct or any of the Club's Policies could be subject to disciplinary action under the Clubs Disciplinary Procedure.

The Club will operate a Grievance Procedure for dealing with all matters of complaint within the Club. Both The Disciplinary and Grievance Procedures shall be supplementary to those operated by The English Football Association, The Yorkshire Football Association and the Harrogate & District League.

5. CLUB MEMBERSHIP

- (a) Membership of the club shall be open to anyone interested in the sport of Football, on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- (b) The Club will have different classes of membership and subscription on a non-discriminatory and fair basis. The club will endeavour to keep subscriptions at levels, which will not prevent people joining.
- (c) The members of the Club from time to time shall be those persons listed in the register of members (the Membership Register) which shall be maintained by the Club Secretary.
- (d) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the sole discretion of the Football Club Management Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register and a registration fee being received.
- (e) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register. The Club may refuse or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to Club's members and decided by a majority vote. Appeal against refusal or removal may be made to the members.
- (f) The English Football Association Board & the Yorkshire Football Association shall be given access to the Membership Register on demand if requested.

6. ANNUAL MEMBERSHIP FEE

- (a) an annual fee, payable by each member shall be determined from time to time by the Football Club Management Committee. Any fee shall be payable on a successful application for membership and annually prior to the commencement of the playing season by each member. The annual fee must be paid in full in order for the secretary to register a player with the Harrogate & District league. Fees shall not be repayable.
- (b) The Football Club Management Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

7. RESIGNATIONS AND EXPULSION

- (a) A member shall cease to be a member of the Club if:
 - (i) From the date on which, he/she gives notice to the Football Club Management Committee
 - (ii) The annual membership fee or further subscription is more than 2 months in arrears
 - (iii) As a result of disciplinary action by the Harrogate & District league where a monetary fine is issued and this remains unpaid for more than 2 months then a member shall be deemed to have resigned.
- (b) The Football Club Management Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. There shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

8 FOOTBALL CLUB MANAGEMENT COMMITTEE

- (a) The Football Management Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Secretary, 1st team Captain, Child Protection Officer (as and when junior teams are run). In addition the committee will appoint a team manager from each team to attend and vote at committee meetings.

meetings, together with a member of Clifford Parish Council. One person may hold no more than two positions of Club Officer at any time. Each Club Officer shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting.

- (b) The Football Club Management Committee shall be responsible for the management of all the affairs of the Club. The Football Club Management Committee shall be empowered to enter into agreements/covenants in connection with the use of playing and changing facilities.
- (e) Decisions of the Football Club Management Committee at meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- (h) Save as provided for in the Rules and Regulations of The English Football Association, The Yorkshire Football Association and The Harrogate & District Football League to which the Club is affiliated, the Football Club Management Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

9. ANTI-DISCRIMINATION POLICY

- (a) Equality of opportunity means that in all our activities we will not discriminate or in any way treat anyone less favorably, on grounds of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.
- (b) 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.

10. EQUAL OPPORTUNITY POLICY

- (a) The club is committed to a policy of equal treatment of all members and requires all members of whatever authority, to abide and adhere to this general principle and the requirements of the codes of practice issued by the Equal Opportunities Commission and Commission for Racial Equality.
- (b) All members are expected to abide by the requirements of the race relations act 1976, Sex Discrimination Act 1986 and Disability Discrimination Act 1995.
- (c) The Club commits itself to the immediate investigation of any claims of discrimination, and where such is found to be the case, a requirement that the practice cease forthwith, restitution of damage or loss (if necessary) and to the investigation of any member accused of discrimination.
- (c) Any member found guilty of discrimination will be instructed to desist forthwith. Since discrimination in its many forms is against the Football Clubs policy, any members offending will be dealt with under the disciplinary procedure.
- (d) The Club commits itself to the disabled person whenever possible and will treat such members, in aspects of their recruitment and membership, in exactly the same manner as other members

11. CLUB COMPLAINTS PROCEDURE

- (a) In the event that any member feels that they have suffered discrimination in any way, or that the club policies or Code of Conduct have been broken, should follow the procedures below.

They should report the matter to the club secretary or another member of the committee. The report should include:

1. Details of what when and where the occurrence took place.
2. Any witness statement and names.
3. Names of any others who have been treated in a similar way.
4. Details of any former complaints made about the incident, date, when and to who made.
5. A preference for a solution to the incident.

The clubs management committee will sit for any hearings that are requested. The clubs management committee will have the power to:

1. Warn as to future conduct.
2. Suspend from membership
3. Remove from membership.

any person found to have broken the club's policies or Codes of Conduct.

12. ANTI-BULLYING POLICY

The Club WILL NOT TOLERATE ANY FORM OF BULLYING.

- (a) The club will ensure that every Coach, Player and Club Official will subscribe to this policy and understand the implications should any form of bullying occur.
- (b) The Club will take every complaint of Bullying seriously.
- (c) The Club will investigate immediately any incident reported.
- (d) The Club will talk to the Bullies and Victims separately.
- (e) The Club will inform all members of the committee about the incident,
- (f) The Club will hold a follow up meeting of any incident with committee members to report progress.
- (g) The Club will follow guidelines as set out in the Football Association Child Protection Procedures
- (h) The Club will renew the policy annually.

13. CODES OF CONDUCT

PLAYERS

1. A Player must ensure that they have the appropriate equipment for each occasion.
2. A Player should give maximum effort and strive for his best performance during a game or training session.
3. A Player must not use inappropriate language, gamesmanship or time wasting tactics.
4. Each player must set a positive example for others, particularly younger players and supporters.
5. A Player must accept success and failure, victory and defeat equally. They must treat opponents with due respect at all times, irrespective of the result of the game.
6. A Player must safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents where possible.
7. A Player must accept the decision of the Match Officials without protest and show due respect towards all Match Officials and Team Officials of the opposition.
8. A Player must abide by the instructions of his Management team and Club Officials, provided they do not contradict the spirit of this code.
9. A Player must observe common courtesy by arriving at matches and training on time OR notify the management team in advance of any reason for not doing so.
10. A Player must show respect for the facilities and equipment they use and must at all times abide by any covenants undertaken by the Football Club Management Committee over the use of those facilities.
11. A Player must promote the positive aspects of the sport and never condone violations of the laws of the game or the use of prohibited substances or techniques

COACHES/ TEAM MANAGERS

1. They must respect the rights, dignity and worth of every person and treat everyone equally within the context of the sport.
2. They must place the well being and safety of each player above all other considerations, including the development of performance.
3. They must develop an appropriate working relationship with each member based on mutual trust and respect.
4. They must not exert undue influence to obtain personal benefit or reward.
5. They must encourage and guide players to accept responsibility for their own behaviour and performance.
6. They must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
7. They should clarify with the player exactly what is expected of them, and what they are entitled to expect from their coach/ manager.
8. They must cooperate fully with other specialists in the best interests of the player
9. They must promote the positive aspects of the sport and never condone violations of the laws of the game or the use of prohibited substances or techniques.
10. They must consistently display high standards of behaviour and appearance.
11. They must ensure that their overall priority is to make learning fun and that players are progressed to their maximum potential in both individual and team skills.
12. They must not tolerate the use of inappropriate language.
13. They must at all times abide by any covenants undertaken by the Football Club Management Committee over the use of the playing or changing facilities.

CLUB OFFICIALS

1. They must set a positive example for others, particularly young players and supporters.
2. They must promote and develop the club having regard to the interests of the Players, Supporters and reputation of the national game.
3. They must 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.
4. They must always show respect to Match Officials, oppositions Team Officials, Players, and supporters.
5. They must not use or tolerate inappropriate language.
6. They must give priority to the team over interest of an individual.
7. They must resist all illegal or unsporting influences including banned substances and techniques.
8. They must promote ethical principles.
9. They must keep financial records for the team that will stand up to scrutiny from an external audit body.
10. They must ensure all kit and equipment held on behalf of the club/team are maintained to current Health & Safety standards and that any defaults are cleared.
11. They must safeguard the property of the club.