



## GUIDE FOR PARENTS/CARERS

### Welcome to Saughall Colts JFC

#### **WEEKLY TRAINING SESSIONS**

During the Summer (March – July), we train at Seahill. Please ensure that players do not use their team jerseys for training.

Winter training is at different locations from October until March – your team manager will confirm.

#### **MEMBERSHIP FEES**

Under 6s & Girls pay £2 every week to your team Manager.

All other ages (U7 Open Age) pay £120 per season (£40 by 30th Sept, £40 by 1st Dec and £40 by 1st March)

Please pay directly to Club bank account (details attached) or pay via Paypal at [thankyou@saughallcolts.co.uk](mailto:thankyou@saughallcolts.co.uk) and choose 'Friends and Family' to avoid fees.

#### **SEAHILL (HOME GROUND)**

The postcode for Seahill is CH1 6BJ. Please park in a line as close to the next car. If the car park is full, you can use the Fishing Lakes car park next door. Please do not park on the road. During match days we will have respect barriers around the pitch. Please stand behind the barrier to support your team and follow the code of conduct. Any abuse will not be tolerated. Please let the coaches' coach and the player's #playwithasmile. Encouragement and support are welcomed. If you can help out with setting up the pitch prior to the game or putting the equipment away after the game, it would be most appreciated.

Litter - Please ensure all litter is taken away with you.

Dogs – Well behaved dogs are welcome and must be kept off this pitch on leads. Please remember that children play on the pitches so do not allow your dog to foul near or on the pitch. If possible please walk your dog prior to the match in order to prevent this.

#### **LEAGUE FIXTURES (Under 7's onwards)**

Chester & District League will schedule matches for Under 7s – Under 16s and are posted at <http://full-time.thefa.com/Index.do?league=7209580>



## **TEAMS**

For season 2017/18, we have the following 20 teams:

- U6 (training only)
- U7 Blues/Blacks
- U8 Blues/Blacks/Stripes
- U9 Blues/Blacks and Stripes
- U10 Blues/Blacks
- U11 Blues/Blacks/Whites/Stripes
- U12
- U13
- U14
- Open Age (U17+)
- Girls team

## **MATCH DAYS**

- U6s train only on Saturday mornings, 9.30am – 10.30am
- Girls train on Weds evenings, 5.30pm until 6.30pm
- U7s – U11 play on Saturday mornings
- U12 - U16 play on Sunday afternoons

Please arrive 30 minutes before kick-off time for match warm up.

## **CODE OF CONDUCT/PLAYER REGISTRATION**

Saughall Colts JFC operates a code of conduct to promote fair play and respect for all. There are responsibilities for everybody involved, but particularly for the players, parents and coaches/managers. Players, parents and coaches/managers will be required to sign up to the code of conduct before representing Saughall Colts JFC. The jointly signed code of conduct for players and parents will be held by the team manager. The signed code of conduct for coaches/managers will be held by the club secretary. Please ensure that you have read the FA Code of Conduct (one page document) and signed and returned the player registration form to your manager

## **CHILD PROTECTION**

Saughall Colts JFC adhere to The Football Association's Child Protection Policies and Procedures. All Team Managers undergo a Disclosure and Barring Service (DBS) check. All Team Managers attend the FA Child protection and best practice – Workshop. The Club has a Welfare Officer to advise on best practice and deal with any child protection issues

## **COMMUNICATIONS**

Each team can decide how they wish to communicate with parents for training, matches, events etc. Many use Whatsapp, SMS, Facebook Groups, email, Teamer or combination of all.



## **NEWSLETTER**

We issue a regular newsletter which will improve communication between the club with players and parents. Please sign up using <http://eepurl.com/cOo8nT> or visit [www.saughallcolts.co.uk](http://www.saughallcolts.co.uk) to subscribe. If you follow @saughallcolts on Twitter and Saughall Colts JFC on Facebook links will be available from those accounts.

## **TOURNAMENTS**

The Club will pay for every team to enter 2 local tournaments each year.

## **AWARDS EVENING**

Annual awards presentation takes place at Footgolf at the end of June. Each player gets an award and there are also 5 special awards.

## **COSTA COLTS (TEA HUT)**

We have a tea hut at Seahill for teams to run to raise money for their teams. 75% of the profit can be used by each team towards kit, trips etc. The other 25% needs to go to club funds.

## **COMMITTEE CONTACTS**

Chairman:	Paul Hitchcox
Vice Chairman and Fundraising Officer:	Chris Collins
Secretary:	Beverley Bytheway-Jackson
Welfare Officer:	Steve Richards
Treasurer:	Nicole Mason
Independent Finance Examiner:	Neil Howell
Football Development Officer:	Neil Clarke
Charter Standard Co-Ordinator:	Jamie Evans
Facilities Officer:	Graham Carine
Player Registrations:	Mark Booth



## **FUNDRAISING**

We are a very active Club when it comes to fundraising. We have an annual deficit of £4,000, therefore we need to raise this money with the following events:

- Annual Fireworks & Bonfire at Greyhound Inn, November
- Annual Summer Ball, October
- Annual Golf Day, Upton GC, October
- Seahill Tournament, June
- Debenhams Beauty Event, TBC
- Sponsored Run, January

We also get individual donations from local businesses and private individuals which all helps to create a stronger community for the players and parents.

We also have an account with Virgin Money Giving for charity donations. If you wish to make a donation please use the following link <http://uk.virginmoneygiving.com/charity-web/charity/finalCharityHomepage.action?charityId=1013468> or search for us on the Virgin Money Giving site. If you wish to fundraise with donations going to the club you can do this by selecting Saughall Colts as your charity through the site. <http://uk.virginmoneygiving.com/fundraiser-web/fundraiser/chooseFundraiser.action>

As a registered charity we can claim Gift Aid on any donations.

Please email [chris@saughallcolts.co.uk](mailto:chris@saughallcolts.co.uk) if you require any further information or would like to help in any capacity.

## **OTHER EVENTS**

- Awards Presentations, June
- Colts Big Camp, July
- Casino Night, TBC

## **PLAYING KIT**

Our policy is for teams to get sponsorship for playing kit, however used kit can be provided by the Club until this becomes available. If you can help sponsor a team, please let your team manager know.

Match kit should not be used for training sessions.

## **SOCIAL MEDIA**

Saughall Colts has a Twitter account which is @saughallcolts and a Facebook page. These are used to promote club wide events, news and community information. Please follow us to get latest news, photos etc. Please use #playwithasmile for any Colts related tweets



**JUNIOR  
FOOTBALL CLUB**

[www.saughallcolts.co.uk](http://www.saughallcolts.co.uk)

Registered Charity No. 1146268

### **MEDICAL EMERGENCIES**

In case of an accident at Seahill, please call 112 or 999 first and then ask for help if not First Aid accredited. Arrange for another Manager to open the ambulance gate. The First Aid equipment is located in a green bin which will be near to the bridge. There is a defibrillator in the bin which can be used if you see someone unconscious. The defibrillator cannot shock anyone and will shout out instructions, so is very easy to use.

### **ALWAYS ASK!**

There is no such thing as a stupid question. The club has a wealth of knowledge and experience across all the age groups and committee members and you will find all of us are really approachable and happy to help you.

### **ATTACHMENTS**

- Player Registration Form
- Gift aid form
- Code of Conduct
- Bank details for BACS/bank transfers



## PLAYER REGISTRATION FORM

### SEASON 2017/18

PLAYER'S NAME:	
PARENT'S NAME:	
DATE OF BIRTH:	
ADDRESS:	
POST CODE:	
HOME TELEPHONE NUMBER:	
PARENT'S MOBILE NUMBER:	
PARENT'S EMAIL ADDRESS:	
KNOWN MEDICAL CONDITIONS:	

I confirm that the details supplied above are correct and agree to abide by the code of conduct and rules of Saughall Colts JFC, the Chester & District Junior Football League and the FA.

PLAYER'S SIGNATURE.....DATE.....

I confirm that the details supplied above are correct and agree to abide by the code of conduct and rules of Saughall Colts JFC, The Chester & District Junior Football League and the FA.

I give permission for the team manager or person acting on his/her behalf to photograph/video our child and understand that such images may be used in social media to publicise the club.

Note: No personal details will be submitted.

I give permission for an accredited club official to administer first aid to my child should the need arise.

PARENT'S SIGNATURE.....DATE.....



**Saughall Colts Junior Football Club**

*giftaid it*

# Gift Aid Declaration

**Name of Charity:** Saughall Colts Junior Football Club

Please treat as Gift Aid donations:

- The enclosed gift of £ \_\_\_\_\_ OR
- All gifts of money that I make today and in the future as Gift Aid donations OR
- All gifts of money that I have made in the past four years and all future gifts of money that I make from the date of this declaration as Gift Aid donations.

✓ *Please tick the appropriate box*

**Donor's details**

**From:** (Date Joined the Club) \_\_\_\_/\_\_\_\_/\_\_\_\_

**Title:** \_\_\_\_\_ **Initial(s):** \_\_\_\_\_ **Surname:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_  
\_\_\_\_\_

**Postcode:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs), that I donate to, will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give.

**Please notify:** Saughall Colts Junior Football Club **if you:**

1. Want to cancel this declaration.
2. Change your name or home address.
3. No longer pay sufficient tax on your income and/or capital gains.

If you pay income tax at the higher rate, you must include all your Gift Aid donations on your Self-Assessment tax return if you want to receive the additional tax relief due to you



**Respect**

## Respect Code of Conduct

# Spectators and Parents/Carers

We all have a responsibility to promote high standards of behaviour in the game

This club is supporting The FA's Respect programme to ensure football can be enjoyed in a safe, positive environment.

Remember children's football is a time for them to develop their technical, physical, tactical and social skills. Winning isn't everything.

Play your part and observe The FA's Respect Code of Conduct for spectators and parents/carers at all times.

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### I will:

- Remember that children play for FUN
- Applaud effort and good play as well as success
- Always respect the match officials' decisions
- Remain outside the field of play and within the Designated Spectators' Area (where provided)
- Let the coach do their job and not confuse the players by telling them what to do
- Encourage the players to respect the opposition, referee and match officials
- Avoid criticising a player for making a mistake - mistakes are part of learning
- Never engage in, or tolerate, offensive, insulting, or abusive language or behaviour.

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**I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA, league or The FA:**

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### I may be:

- Issued with a verbal warning from a club or league official
- Required to meet with the club, league or County FA Welfare Officer
- Required to meet with the club committee
- Obligated to undertake an FA education course
- Obligated to leave the match venue by the club
- Requested by the club not to attend future games
- Suspended or have my club membership removed
- Required to leave the club along with any dependents.

### In addition:

- The FA/County FA could impose a fine and/or suspension on the club.





## Online Bank Details

### Saughall Colts Bank Account Details

Bank: Natwest Bank  
Account Name: Saughall Colts Junior Football Club  
Sort Code: 60-15-29  
Account Number: 40537188

When making payment please enter child's name and team in the reference field.

If you wish to pay via PayPal use the address [thankyou@saughallcolts.co.uk](mailto:thankyou@saughallcolts.co.uk) and ensure that you select friends and family to avoid charges.

Please email [SCJFTreasurer@hotmail.com](mailto:SCJFTreasurer@hotmail.com) to advise that a payment has been arranged with details including child's name and team.

Thank You