

Oswald Road Junior Football Club



A Charter Standard Club
FA Affiliation Number: BYU 00300

**Player Pack
2007/8 Season**

www.oswaldroadfootball.org.uk

Oswald Road Junior Football Club



Club Constitution (Approved 15 July 2003)

1. Name

The club will be called Oswald Road Junior Football Club (The Club).

2. Purpose of the Club

2.1 The main purpose of The Club is to provide opportunities for young people to play association football and take part in related social activities.

2.2 In order to fulfil this purpose, The Club will attain the status of an Affiliated Member Club of The Football Association.

2.3 The Club is a non-profit making organisation.

3. Administration of the Club

3.1 The Club Constitution provides the framework within which The Club operates. The rules contained in the Constitution and any rules which are made from time to time in accordance with the Constitution (The Club Rules) form a binding agreement between each Member of the Club.

3.2 The Rules and Regulations of The Football Association Limited, relevant local County Association and any League or Competition to which the Club is affiliated, also form part of the Club Rules.

3.3 The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy. The Club will have its own Policies which are based on, and consistent with the Football Association's Policies, but which have been tailored to reflect the ethos of The Club.

3.4 The Club Constitution can only be changed at an Annual General Meeting or at a Special General Meeting.

4. Club Officials

- 4.1** Club Officials comprise the following people:
- Managers/Supervisors/Coaches of each Club Team ('Team' also means the Soccer Skills Group or similar groups which do not play regular, competitive matches)
 - The Club Secretary
 - The Club Chairperson
 - The Club Treasurer
 - The Club Child Protection Officer
 - Any other person who is elected as a Club Official at an Annual General Meeting or at a Special General Meeting
- 4.2** Club Officials are responsible for ensuring that The Club operates in accordance with the Club Rules. Club Members have a personal responsibility to follow the Club Rules.
- 4.3** Club Officials act on a purely voluntary basis and are not entitled to any remuneration from The Club.
- 4.4** Club Officials are entitled to attend all Management Meetings of the Club.
- 4.5** Club Officials serve until the Annual General Meeting each year, when they must be re-elected if they wish to continue in their roles. Any Club Official vacancy which arises between Annual General Meetings can be filled by approval at a Management Meeting.
- 4.6** Club Officials must be at least 18 years of age.

5. Club Membership

- 5.1** Members of the Club are those people who are listed in the Register of Members which is maintained by the Club Secretary.
- 5.2** The Register of Members will comprise the following people:
- Players who have completed an annual registration form, have been approved by the relevant Team Manager and who have paid the relevant annual membership fee
 - Club Officials

- Any other person who applies for annual membership and whose application is approved, by majority vote, at a Management Meeting.

- 5.3** Club Membership must be renewed annually, with the period covered by membership being 1 September to the following 31 August. The Club recognises that potential new members may wish to take part in 'pre-season' training/other activities. In these circumstances, the requirements for Club Membership can be waived if the relevant Team Manager agrees.
- 5.4** Any Member who resigns or is expelled will have his/her name removed from the Register of Members.
- 5.5** The Football Association and parent County Association will be given access to the Register of Members, should this be required.

6. Fees/Subscriptions

- 6.1** The Annual Membership Fee is only payable by players who are part of Teams which play regular competitive matches. The fee is not payable by players who, for example, are in the Soccer Skills group.
- 6.2** If two or more brothers/sisters apply for Club Membership, a single Annual Membership Fee only is payable.
- 6.3** If a player is accepted as a Member between 1 January and the end of the football season, only 50% of the relevant Annual Membership Fee is payable.
- 6.4** In addition to any Annual Membership Fee, subscriptions are payable by all players each time they take part in a training session or competitive match.
- 6.5** The amounts of the Annual Membership Fee and subscriptions will be agreed by Club Officials each year in a Management Meeting, prior to the start of the season. Club Officials may also agree during the year to change future Subscription rates, provided that this decision is taken in a Management Meeting.

7. Club Discipline

- 7.1** Other than in exceptional circumstances, Players and Club Officials must pay any fines which are imposed on them by the Manchester County Football Association or similar body.
- 7.2** In exceptional circumstances (e.g. where a Team Manager believes that a fine imposed on a Player is grossly unfair, or where a Team Official believes that a fine imposed on another Team Official is grossly unfair), the matter may be referred to the Club's Discipline Sub-Committee provided that all appropriate external appeal processes have been exhausted.
- 7.3** The Discipline Sub-Committee will comprise at least 3 Club Officials, with membership being determined from time to time in a Management Meeting. The quorum for Discipline Sub-Committee meetings is two.
- 7.4** The Discipline Sub-Committee has the power to reimburse, out of Club Funds, some or all of the fine(s) which have been imposed on a Player or Club Official.

8. Resignation and Expulsion

- 8.1** A Member will cease to be a member of The Club if he/she gives notice in writing to a Club Official. The date of resignation will be the date as specified in the notice.
- 8.2** Any Member whose Annual Membership Fee or other subscription is/are more than 2 months in arrears will be deemed to have resigned.
- 8.3** Club Officials have the power to expel a Member if, in their opinion, it would not be in the best interests of The Club for them to remain a Member. This power can only be exercised at a Management Meeting. There will be no appeal procedures.
- 8.4** A member who resigns or is expelled will not be entitled to claim any, or a share of any, of the Club Property.
- 8.5** The rules relating to Resignation and Expulsion apply equally to Club Officials and other Members.

9. Management Meetings

- 9.1** Only Club Officials are entitled to attend and vote at Management Meetings. Other people may attend if they are invited by a Club Official. Club Officials recognise that Parents/Carers of Players should have the opportunity to express their views on the running of The Club. Any Parent/Carer of a Player who wishes to raise an issue should do this through the relevant Team Manager(s) and it is the Manager(s) responsibility to ensure that these views are brought to the attention of other Club Officials.
- 9.2** Management Meetings will be held at least 5 times per year. A Management Meeting may be called at any time if requested by a minimum of 3 Club Officials, provided that at least 7 days' notice is given to all other Club Officials.
- 9.3** The Quorum for Management Meetings is 5 Club Officials of whom at least one must be the Club Secretary or the Club Chairperson or the Club Treasurer.
- 9.4** In order to make a decision at a Management Meeting, at least two-thirds of the Club Officials present must vote in favour.
- 9.5** Decisions made in Management Meetings will be recorded. A record of all Management Meetings will be maintained by the Club Secretary.
- 9.6** Management Meetings of Club Officials have the power to decide on how to deal with any questions or disputes relating to the Club Rules, except for issues relating to the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated.

10. Annual General Meeting

- 10.1** Each year, an Annual General Meeting will be held to:
- Receive a report of the activities of the Club over the previous year
 - Receive a report of the Club's finances over the previous year
 - elect/re-elect Club Officials to serve until the next Annual General Meeting

- consider proposed changes to The Club Constitution
- Consider any other business.

10.2At least 28 days' notice of the Annual General Meeting must be given to all Members.

10.3The quorum for the Annual General Meeting will be the same as for a Management Meeting.

10.4Any person who wishes to be elected/re-elected as a Club Official must be proposed and seconded in writing by 2 other existing Members. Their nomination must be received by the Club Secretary at least 21 days before the Annual General Meeting.

10.5Any Member who wishes to propose a change to the Club Constitution must give written notice of the resolution to the Club Secretary at least 21 days before the Annual General Meeting. This notice must be signed by at least 5 existing Members.

10.6Decisions made at the Annual General Meeting will be recorded. A record of all Annual General Meetings will be maintained by the Club Secretary.

11. Special General Meeting

11.1A Special General Meeting may be called at any time by a Club Official and will be held within 21 days of the Club Secretary being notified in writing of the proposed resolution. The proposed resolution must be signed by 5 or more Members, at least one of whom must be a Club Official.

11.2Business at a Special General Meeting may be any business which is normally considered at the Annual General Meeting.

11.3If a Special General Meeting is called, The Club Secretary will send a notice of the meeting together with the proposed resolution(s) to each Member at the Member's last known address, at least 7 days before the meeting.

11.4The quorum for a Special General Meeting will be the same as that for an Annual General Meeting.

11.5Decisions made at Special General Meetings will be recorded. A record of all Special General Meetings will be maintained by the Club Secretary.

12. Club Finances

12.1A bank account will be opened and maintained in the name of the Club (the Club Account). There will be at least 4 authorised account signatories, including the Club Secretary, the Club Chairperson and the Club Treasurer. No amounts will be paid from the Club Account except by cheque signed by at least 2 of the authorised account signatories. All monies payable to the Club must be received by the Treasurer and deposited in the Club Account.

12.2The income and assets of The Club may only be used in accordance with the Purpose of the Club.

12.3The Club will prepare a Financial Statement at least once per year in a format which is meaningful given the size and complexity of The Club at that time.

13. Dissolution

13.1 A resolution to dissolve The Club can only be proposed at either the Annual General Meeting or a Special General Meeting. In order for the resolution to be passed:

- at least two-thirds of all the Members present must vote in favour, and
- at least two-thirds of the Club Officials present must vote in favour.

13.2The dissolution will take effect from the date the resolution is passed. The Club Secretary, Club Chairperson and Club Treasurer will, together, be responsible for winding up the assets and liabilities of The Club.

13.3Any surplus assets remaining after the discharge of the debts and liabilities of The Club will be transferred to the Parent Teacher Association (or equivalent) of Oswald Road School, Chorlton on the express condition that any assets are used to promote junior football.

Anti-Discrimination and Equal Opportunities Policy

The Members of The Club believe that football should be enjoyed by everyone and we encourage equal opportunities for all. We are committed to eliminating discrimination whether by reason of gender, sexual orientation, race, nationality, ethnic origin, colour, religion or disability. Our Policy is as follows:

1. Equality of Opportunity

- 1.1 In all our activities we will not discriminate or in any way treat anyone less favourably, on grounds of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.
- 1.2 In respect of Recruitment and Membership, whenever possible The Club will treat disabled people in exactly the same manner as other Members. The difficulties of their disablement permitting, assistance will be given wherever possible to ensure that disabled members are helped in gaining access.
- 1.3 In all The Club's recruitment, selection, promotion and training processes, as well as disciplinary matters, we will consider merit, experience, skills and temperament as objectively as possible. These processes include
- 1.4 The advertisement for, and selection of, Members and volunteers
- 1.5 Appointments as Club Officials
- 1.6 Selection for teams
- 1.7 External coaching and education activities

2. Anti-Discrimination

- 2.1 We will not tolerate sexual or racially based harassment, victimisation or other discriminatory behaviour, whether physical or verbal. We will work to ensure that such behaviour is met with appropriate action in whatever context it occurs and whether the behaviour arises within The Club or within football as a whole.

- 2.2 The Club will investigate any claims of discrimination without delay. Any Member found guilty of discrimination will be instructed to desist forthwith. Since discrimination in its many forms is against The Club's policy, offending Member will be dealt with under The Clubs disciplinary procedures.

Code of Conduct for Club Officials

1. Expectations of Club Officials

1.1 Towards the game as a whole

- To set a positive example to others, particularly to Players and Supporters.
- To promote sportsmanship and avoid all forms of gamesmanship.
- Never to use or tolerate inappropriate language.

1.2 Towards Players in their Team (if applicable)

- To have as their top priority the well-being and safety of their Players.
- To make every effort to encourage and develop Players and to get them to accept responsibility for their own behaviour and performance.
- To put the interests of the Team before the interests of any individual Player.

1.3 Towards Parents/Carers and other Supporters

- To encourage them to attend matches and make them welcome at training sessions.
- To give them the opportunity to express their views and show respect for the opinions which are expressed.

1.4 Towards Match Officials

- To show due respect by accepting their decisions, whether right or wrong.
- To avoid words or actions which may be misleading.

2. and in return, Club Officials should expect

2.1 Players in their Team (if applicable) to train and play to the best of their ability, to listen carefully and to never show dissent.

2.2 Parents/Carers and other Supporters to encourage their Team whilst at the same time remembering that they are not the Coach/Manager.

2.3 Other Club Officials to encourage them and offer support when it is needed.

Code of Conduct for Players

1. Expectations of Players

1.1 Towards the game as a whole

- To always give maximum effort, whether in Training or in a Match.
- To develop their footballing skills to the best of their ability.
- To set an example to others by always behaving in a sportsmanlike manner.
- Treat opponents with respect, whatever the result of matches.

1.2 Towards Other Players in their Team

- To show appreciation for the efforts and skills of others and never to criticise those who make mistakes.
- To put the interests of the Team above their own individual interests.

1.3 Towards Coaches/Managers

- To listen carefully to instructions and try their hardest to do what they ask.
- To make suggestions and share ideas, but to accept decisions without dissent.

1.4 Towards Match Officials

- To show due respect by accepting their decisions, whether right or wrong.
- To avoid words or actions which may be misleading.

1.5 Towards Supporters

- To show due respect to supporters of both Teams.

2..... and in return, Players should expect

- **Other Players in their Team** to treat them in the same way
- **Coaches/Managers** to provide a safe, supportive environment within which footballing skills can be improved.
- **Supporters** to offer encouragement and to show appreciation for their efforts.

Code of Conduct for Parents/Carers and Other Supporters

1. Expectations of Parents/Carers and Other Supporters

1.1 Towards the Players

- To offer encouragement and show appreciation for the efforts of both Teams.
- To avoid criticism of any mistakes which are made.

1.2 Towards Coaches/Managers

- To respect the decisions of the Managers/Coaches and to avoid confusing Players by trying to coach them during a match.
- To lend a hand occasionally when help is needed.

1.3 Towards Match Officials

- To show due respect by accepting their decisions, whether right or wrong.
- To avoid words or actions which may be misleading.

1.4 Towards Other Supporters

- To show the same due respect as is expected in return.

2. ... and in return, Parents/Carers and Other Supporters should expect

- **Players** to work as a Team and to perform to the best of their abilities
- **Coaches/Managers** to make them feel welcome and listen to their views

Oswald Road JFC originated from a group of parents and children meeting to develop Soccer Skills. The continued existence of the Club relies on players getting involved at Soccer Skills level.

*There will be a new Year 1/2/3 intake into Soccer Skills next September, and the input of parents is always welcome.
If you are interested, please contact:
Joe Traynor 0161 860 5147*

A big thank you
for their support of
Oswald Road Football Club
to all parents and supporters
without whom the Club could not function.

www.oswaldroadfootball.org.uk

Oswald Road Junior Football Club



Oswald Road Football Club Annual Registration Form – 2007/8 Season

Application to join the Girls/Boys under _____'s team

Full name:

Date of Birth:

Home Address:

Post code:

Home Telephone No.:

Contact e-mail address:

Media conditions:

(e.g. asthma)

School:

Additional Emergency contact details:

Name:.....

Telephone No.:.....

Name:.....

Telephone No.:.....

Declarations

Player:

If I am accepted as a Member of Oswald Road Football Club I agree to abide by the Club Rules. In particular, I agree to observe the Club's Anti-Discrimination and Equal Opportunities Policy and the Club's Codes of Conduct.

Signed (Player)

Name (please print)

Date / /

Parent/carer:

I agree to observe The Club's Anti-Discrimination and Equal Opportunities Policy and the Club's Codes of Conduct. I also accept that I have a responsibility for the actions of the above player.

I give / do not give (*delete as appropriate*) consent for videos/photographs of the above player to be taken and used by the Club for display, publicity and training purposes.

Signed (Parent/Carer)

Name (please print)

Date / /

I enclose Club Registration fee of £15 - cheques payable to Oswald Road JFC (One registration fee per family; in cases of financial hardship please consult the team manager)

Please cut along this line and return these forms to your Team Manager