

EAST RIDING COUNTY FOOTBALL ASSOCIATION LTD

Governing | Developing | Supporting | **Local Football**



Charter Standard Clubs & Leagues Handbook 2010-11



CHARTER STANDARD



Welcome & Introduction

Clubs and Leagues are the heart beat of Football in the County. The FA Charter Standard programme provides recognition and rewards a club and/or league who are well run, sustainable, with safeguarding children and safety paramount. It also recognises the commitment to coaching, player and coach development, and the raising of standards of behaviour in the game.

It is vital that the ethos of The Charter Standard award is actively promoted at all times to all of your team managers, players and to the many additional people who attend games and ultimately represent your club. FA Charter Standard Clubs also have the responsibility to ensure that when incidents of poor practice occur that

they take the most appropriate action in line with their own codes of conduct.

We have worked hard to create a graduated benefits package that supports each club dependent upon their level of Charter Standard status and one that reflects the value placed on the award at both a national and regional level.

The East Riding County FA recognise the amount of work and dedication it takes to run a successful FA Charter Standard Club. We hope everyone associated with your club feels proud to be part of the FA Charter Standard family and as always if you would like any additional support please do not hesitate to contact us.



Charter Standard Downloadable Documents and FAQ's can be found at:
www.thefa.com/GetIntoFootball/CharterStandard/Club/CharterStandardDownloads

Contacts ERCFA- Charter Standard Support Staff



Graham Turner
Development Manager

- Leading the Football Development Team
- Overseeing the delivery of the Football Development Plan locally
- Facilities and Funding support through the Football Foundation



Jack Matthews
Football Development Officer
Club Development

- Charter Standard Lead Officer (Applications, Annual Health Check, In-Service Workshops, Benefits & Awards) - Funding support through the Football Foundation - Support clubs to produce development plans

League Development

- Support leagues to produce development plans
- In-Service/ Support Workshops

School - Club Links



Steve Lazenby
Referees Development Officer/Welfare Officer

- Referee recruitment, retention and promotions - Referee Courses
Safeguarding Children - CRB Process - Promote Good Practice



Gemma Thomas
Women & Girls/ Disability Development Officer
Club Development

- Support to women, girls and disability teams

League Development

- Growth of new teams and divisions - Provision of flexible formats

Disability Football

- FA Football Futures Programme (Young Leadership Development)



Liz Shipp
Football Development Administrator

- Coach Education Courses
- Administration support to the Development staff

ERCFA- Charter Standard Committee

J Suddards- Chairman • J Matthews- Secretary • C Daniel • D Furniss
D Oxley • D Storey • D Harrison • G Thomas • G Turner • K Johnston
M Edge • S Lazenby • T Exton • T Mason • W Owst • R Lester • J Klarik

Criteria

Adult Club

- > Club Constitution
- > Codes of Conduct
- > Recent Copy of Committee Minutes
- > Copy of AGM Minutes
- > Copy of Annual Accounts
- > Copy of Public Liability Insurance
- > Copy of Emergency First Aid Qualification Certificate

Club

As Adult Club Including...

- > Club Welfare Officer
- > Copy of FA Coaching Qualifications
- > One coach with each team needs an FA Level One Certificate in Coaching Football, in date Safeguarding Children, in date Emergency First Aid and FA CRB check
- > At least one coach within the club needs to have completed the FA Age Appropriate Introductory Module
- > Equity policy

Development

As Club Including...

- > At least 5 teams in 4 different age groups
- > At least one coach with FA Level 2 Coaching Certificate
- > At least one coach who has completed the FA Youth Award Module One
- > At least one coach who has completed the FA Mentoring Adults Course
- > 3 Year Football Development Plan

Community

As Development Club Including...

- > At least 10 teams (To include; Mini Soccer, Youth, Adult, Min 1 Male/ Female Team)
- > 5 Year Football Development Plan



For more information on the FA Charter Standard criteria please contact Jack Matthews on 01482 221158 or email jack.matthews@eastridingfa.com or visit www.eastridingfa.com

Benefits Package



CHARTER STANDARD

ERCFA are committed to supporting all of our Charter Standard Clubs. Throughout the 2010-11 season your club will be able to access the following benefits dependent upon which status you have achieved.

Charter Standard Clubs/Adult Clubs

- > Support in developing your club
- > Investment workshop where appropriate
- > Discount on Coach Education courses
- > In-Service Workshops
- > RESPECT Resources
- > £100 Umbro Vouchers when status is achieved
- > Access to Resource Templates
- > Access to ERCFA Coaches Corner

Charter Standard Development Clubs- as above including

- > Member of ERCFA Development team to attend one club committee meeting per year where appropriate for Q & A session
- > Support in writing and implementing development plan
- > Club Development Clinic
- > Funding support
- > Five £10 Coaching Course Bursaries- Club secretaries to receive vouchers

- > 1 Free place on an FA Mentoring Coaches Course
- > 1 Free place on an FA Age Appropriate Course
- > Support with volunteer recruitment
- > £150 Umbro Vouchers when status is achieved

Charter Standard Community Clubs- as above including

- > Member of ERCFA Development team to attend two club committee meetings per year where appropriate for Q & A session
- > Priority support in accessing facility funding
- > Coaching session support from FA Regional Coach Development Managers
- > Ten £10 Coaching Course Bursaries- Club secretaries to receive vouchers
- > Access to FA Skills Team
- > 2 Free places on an FA Mentoring Coaches Course
- > 2 Free places on an FA Age Appropriate Course
- > Junior Football Organisers Course
- > Young Leaders Deployed
- > Links and publicity on our website
- > £200 Umbro Vouchers when status is achieved

For more information ERCFA Charter Standard benefits package please contact Jack Matthews on 01482 221158 or email jack.matthews@eastridingfa.com or visit www.eastridingfa.com

Charter Standard In-Service Workshops

All Charter Standard In-Service Workshops are completely free of charge and are designed to support grassroots coaches with their development. They aim to provide coaches with new and fresh ideas to use with the players at training sessions and on match days. Throughout the season there will be a range of workshops available for coaches to access and it is felt no matter what their background and experience each coach will find something to support them.

2010

October

- > Tuesday 5th October
Coaching the 5-11 Age Group
Andy Foster- South Holderness

November

- > Monday 22nd November
Match Day Management
Julie Chipchase- Dunnington FC

December

- > Thursday 2nd December
Transition from 7 to 11 a side
follow up workshop
Andy Foster- Bishop Burton College
Sports Hall

2011

January

- > Workshop in conjunction with Hull
University Sport, Health and Exercise
Science Dept

February

- > Wednesday 9th February
Level 2 Prep Course: for those who are
interested in taking a Level 2 course in the
near future.
Julie Chipchase- ERCFA

March

- > Tuesday 22nd March
Coaching Workshop
Andy Foster- Longcroft School

April

- > Wednesday 13th April
Coaches Q & A Session
Julie Chipchase- Venue TBC

May

- > Wednesday 18th May
Coaching Adult Players
Julie Chipchase- Venue TBC

June

- > Tuesday 28th June
Transition from 7 to 11 a side workshop
Andy Foster- Venue TBC



For more information on how to book a place on any of these workshops please contact Jack Matthews on 01482 221158 or email jack.matthews@eastridingfa.com or visit www.eastridingfa.com

ERCFA Coach Education Programme



East Riding County FA run a comprehensive coach education programme every year.

We offer coaches access to FA Level 1, 2 and 3 coaching qualifications as well the FA's new strand of qualifications which include the FA Age Appropriate Introductory Module, FA Youth Award Modules 1, 2 and 3 and FA Mentoring Adults Courses. The programme is designed to enhance the ability of local coaches to provide fun and

progressive sessions and help coaches meet the demands of the players they work with.

We also offer FA Emergency Aid, Safeguarding Children and Referees Courses which all aim to improve the environment football is played in.

For further information on coach education please contact Liz Shipp on 01482 221158 or email liz.shipp@eastridingfa.com

Football Futures

The Football Futures programme is a nationally recognised volunteer programme for young leaders that aims to enhance the skills of those young people who are interested, not only in playing the game but in giving something back to the sport.

Volunteers can complete their hours within a variety of tasks including coaching, refereeing and running the events. Volunteers are rewarded with certificates, clothing and discounted coaching and refereeing courses for up to 200 hours and have access to a Junior Football Organisers Course and in-service events completely free of charge.

Each year two volunteers from the county are chosen to attend The FA's National



Leadership and Volunteering Camp and from this four volunteers are chosen to take part in The FA's international Changing Lives Programme delivering football activities in countries such as Botswana and Trinidad.

For further information please contact Gemma Thomas on 01482 221158 or email gemma.thomas@eastridingfa.com

Football Foundation

The Football Foundation invests millions into grassroots football up and down the country every year. All Charter Standard Clubs are able to apply for funding through the Football Foundation. For further information on the schemes the Football Foundation will fund please visit www.footballfoundation.org.uk

Local funding opportunities are also



available for Charter Standard Clubs to apply for. Information on these local agencies can be found by visiting www.eastridingfa.com/development/funding

For further information on facilities and funding support please contact Graham Turner or Jack Matthews on 01482 221158 or email graham.turner@eastridingfa.com / jack.matthews@eastridingfa.com

Are you losing it?



RESPECT is The FA's programme of activities to combat unacceptable behaviour in our game at every level, on the pitch and from the sidelines. This was the No 1 priority emerging from the biggest opinion survey carried out in late 2007. We hope RESPECT will ensure a safe positive environment for everyone to enjoy football.

The FA **RESPECT** programme covers four main areas

- > **STEP 1 RESPECT** codes of Conduct
- > **STEP 2** Designated spectator Areas
- > **STEP 3** Captain taking Responsibility
- > **STEP 4** Referee Managing the game

DOES EVERYONE CONNECTED TO YOUR CLUB ADHERE TO THE PRINCIPLES OF RESPECT AT ALL TIMES?

Ultimately **RESPECT** aims to:

Allow people to
PLAY,
OFFICIATE and
WATCH FOOTBALL
without being
ABUSED,
MOCKED,
INSULTED,
JEERED,
PHYSICALLY ASSAULTED,
UNNECESSARILY CRITICISED,
PUSHED TOO HARD,
DRIVEN TO TEARS or
LAUGHED AT FOR TRYING.

For further information visit www.eastridingfa.com/getintofootball or contact Steve Lazenby on 01482 221158 or email steve.lazenby@eastridingfa.com

Annual Health Check

To keep the FA Charter Standard programme current and in line with the FA's National Game Strategy criteria changes were introduced in July 2009. It was also agreed that an Annual Health Check for FA Charter Standard Clubs be introduced for season 2010/11. This will replace the existing three year renewal process and will provide the following benefits:

- > Annually inform clubs of their current status in relation to meeting the FA Charter Standard criteria
- > Support clubs in tracking the validity of their voluntary workforce in relation to coach education and welfare
- > Allow clubs to identify their workforce/ coach education requirements for the season
- > Reduce the number of instances when after three years clubs cannot meet the criteria and have to lose their accreditation and re-write a whole new application form
- > Provide greater communication and support for clubs from their County FA
- > Provide clubs with online tools through Member Services
- > Provide consistent benefits annually to each club who completes the Health Check.

It is recognised that moving to an Annual Health Check is significantly different to the existing process but it has been designed using examples of good practice that both the FA Charter Standard Clubs and County FA's have adopted since the introduction of the programme in 2001. It has been designed using consultation groups of the FA Charter Standard Clubs and County FA workforce.

In its simplest guide it is an annual form that each club has to complete and return to its parent County FA showing how it adheres to the FA Charter Standard criteria and plans to continue to meet the criteria during that season. In its more effective form it will allow clubs to align coaches to their teams, show when their awards expire, identify the volunteer workforce within the club, access the welfare status of individuals within the club and allow the use of Member Services to assist club officials in administrating their club.



For further information on the FA Charter Standard Annual Health Check please contact Jack Matthews on 01482 221158 or email jack.matthews@eastridingfa.com or visit www.eastridingfa.com



Match Day Visits

To support quality assurance and to protect the integrity of the Charter Standard award, match day visits are conducted by ERCFA Charter Standard Committee Members and League Officials.

The sole aim of the visits is to ensure clubs are abiding by Charter Standard principles and allow the good work of clubs and individual teams to be recognised by League and County FA officials. The visits do not in any way try to scrutinise the work of your club but allow good practice to be recognised.

For more information on Match Day Visits please contact Jack Matthews on 01482 221158 or email jack.matthews@eastridingfa.com or visit www.eastridingfa.com

FA Community Awards



The FA Community Awards, presented by McDonalds, which builds on McDonald's continued commitment to improving standards of community football and increasing participation across all aspects of grassroots football through Charter Standard Clubs and Leagues. The awards will recognise and reward the hard work that goes on around the country week in, week out, to provide the best possible experience for those participating in grassroots football.

The awards are split into eight categories with a national shortlist being created from the nominations for each category, chosen by a regional judging panel.

The winners for each category will be chosen by a national judging panel and announced at The FA Community Shield at Wembley in August.

Clubs and leagues will be able to nominate towards the end of the 2010-11 season.

Details of the nomination process will be distributed to League and Charter Standard Club Secretaries.

Charter Standard Leagues



CHARTER STANDARD

The Charter Standard League Programme assesses the ability of leagues to provide a high quality, safe and enjoyable football experience against a standard set of criteria. It also encourage leagues to continuously develop, through on-going support from County FA staff and the implementation of a league development plan, as part of an annual health check process.

By signing up to working towards Charter Standard League status, leagues will be demonstrating that they are willing to work towards a minimum operating standard and to raising standards and addressing poor behaviour within the league and member clubs by encouraging teams to gain Charter Standard Club status as part of the Charter Standard League criteria. Leagues will also be demonstrating, by reviewing what they do well, what they want to do better and by identifying how they can improve, that they are committed

to developing better players and to investing in the workforce.

The benefits of achieving Charter Standard League status are that leagues will have a clear development plan in place, together with an agreed support package with their County FA. Charter Standard Leagues will also be demonstrating that they are committed to the Respect programme and will have procedures in place to improve standards and address poor behaviour in the game, a key priority for all those involved in Football. Leagues will also gain recognition that they are committed to a quality experience for all and that they are a well run league.

All ERCFA leagues have either achieved Charter Standard League status or are working with their clubs and CFA development staff to achieve the status. Clubs are encouraged to help out their leagues by filling out the application form and returning along with the relevant documentation.



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