



# CHRIST CHURCH UNITED FOOTBALL CLUB

*Founded in 1992*



August 2017

Dear Club Member

## **2017/18 SEASON MEMBERSHIP PACK**

Christ Church United Football Club's new season kicks off on Saturday 9 September 2017 at 9am at Blenheim High School, Epsom, and runs till mid-May.

Please read this membership pack, which provides details of the Club and arrangements for the season, including a registration form. The form needs to be completed, signed by a parent (or carer) and given to your coach along with your membership fee. We have once again kept our fees for the whole season at £30 for individual membership or £50 for family membership. Please keep the rest of this pack as you'll need the information in it, including the full programme of dates for the season.

Our sessions involve a lot of competitive play, but the Club ethos remains focused on developing individual and team skills rather than playing regular league fixtures. That said, from time to time your team manager may arrange matches with other clubs – not forgetting the ever-popular 'kids versus coaches & parents' fun games in December and May. We have clear Codes of Conduct for players, parents/carers and coaches. Please make sure you read and understand them.

All players must wear shinpads. Please bring a drink and wear appropriate clothing and footwear. Bring enough clothes to keep warm! If you're on the astroturf pitch, you'll need trainers or astro boots. Football boots or blades are a good idea if you're playing on the grass, but they're not permitted on the astroturf.

The Club is run exclusively by volunteers, and we need additional helpers and coaches to keep the Club alive. Maybe your mum or dad would be willing to lend a hand. Assistance ranges from setting up and taking down goals to helping to run coaching sessions. **Please ask your mum or dad – we really do need their support.**

Finally, a reminder that our website: [www.christchurchunited.co.uk](http://www.christchurchunited.co.uk), together with emails, is our preferred method of keeping you informed of the Club's activities. Please check it every Friday for the latest news. This is particularly important at times of severe weather: there will be a message on the website if we need to call a session off because of the weather.

If you have any questions or concerns, please ask your coach or email the Membership Secretary at [stars@christchurchunited.co.uk](mailto:stars@christchurchunited.co.uk).

Have a great season!

**The CCUFC Coaching Team**

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# CHRIST CHURCH UNITED FOOTBALL CLUB

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## **2017/18 SEASON**

Christ Church United FC is a church-linked football club, run by unpaid volunteers to provide soccer coaching for boys and girls, regardless of their ability level. The Club is recognised by the Football Association (FA) as a Mini-Soccer Centre and its coaches hold appropriate FA qualifications. It forms a part of Christ Church's outreach programme, and works with other sporting and voluntary organisations so that links between the Church and the local community are maintained and developed through sport. Whilst all of our sessions are undoubtedly competitive, the emphasis is very much on developing individual and team skills, and we do not play regular league fixtures. However, friendly matches and tournaments with other clubs may be arranged from time to time during the season.

### ***Location / Dates / Times***

Football coaching takes place at Blenheim High School, Longmead Road, Epsom on Saturdays between 9.00 and 10.30am during term-time. As you can see from the attached programme - please keep it for reference in the coming months - the 2017/18 season starts on Saturday 9 September. Parents and carers are asked to note that children should arrive no earlier than 8.45am and be collected promptly when coaching finishes at 10.30am. Neither the Club nor the School is responsible for the safety and well-being of children outside these times.

### ***Membership Fees***

The registration fee covers the whole season (September to May). The fee for one child is £30 (individual membership), but two or more children from the same family can join for £50 (family membership), so it won't break the bank if lots of brothers and sisters want to join the Club! The registration fee is the Club's main source of income to cover the following costs:

- Hire of the Blenheim High School facilities (astro turf and grass pitches/playing areas)
- Equipment (footballs, goals, kits, training bibs, etc)
- Affiliation to the Surrey County FA
- Competition/tournament fees
- Awards and trophies
- Coaches' training
- Public liability insurance

We believe the registration fee represents excellent value for money compared with other football clubs and sporting/social activities for children in the Epsom area.

### ***Codes of Conduct***

The Club has always believed in and encouraged a 'code of conduct' based on sensible and responsible behaviour and good sportsmanship at all times. In line with guidance from the FA, we have formalised this philosophy in three Codes of Conduct - covering Coaches, Players and Parents/Carers - and summaries of these are included in this pack. Please read them carefully and see any of the Team Managers if you have any concerns or comments.

### ***Equality***

The Club is committed to providing an opportunity for children to play football, regardless of their gender, sexual orientation, ethnicity, colour, nationality, religious belief or ability level. We expect everyone associated with the Club to treat other people fairly and with respect.

### ***Safeguarding Children***

The Club's policy on Safeguarding Children reflects the requirements and guidance of both the FA and the Church of England (Guildford Diocese). It covers the appointment and training of coaches, criminal records check (CRC) requirements, first aid, procedures at coaching sessions, and arrangements for transporting children to/from tournaments and matches. We have a nominated Child Welfare Officer who keeps abreast of developments and provides advice to the Club's management team. Please see the separate sheet on procedures at coaching sessions which is included in this pack.

### **Dress Code**

All Club members should wear suitable clothing and footwear, both on and off the pitch. Members should bring a pair of trainers (or astroturf boots) as well as football boots. Shin-pads must be worn at all times. Trainers or astroturf boots must be worn on the astroturf pitch (football boots with studs or blades are not permitted). We strongly advise that children playing on the astroturf pitch wear long-sleeved tops and track-suit/jogging bottoms, as friction burns from falls on astroturf are painful and can take a long time to heal.

### **Away Matches/Tournaments**

Arrangements for getting children to and from away fixtures are made on a case-by-case basis by the relevant Team Manager(s). We welcome the support of parents who are able to help with transport and supervision. We need mothers as well as fathers, as we frequently have girls as well as boys in our teams. In line with the Club's Safeguarding Children policy, there should be at least two children in a car at all times, unless a parent has given permission for his/her child to travel alone with another adult (parent or coach).

### **'Kids v Coaches & Parents' Games**

The Club arranges 'Kids v Coaches & Parents' fun matches from time to time, typically just before the Christmas break and at the end of the season. Experience has shown that the children enjoy these events greatly - especially as they usually win! However, any parent/carer who would prefer their child not to take part in these matches should inform the relevant Team Manager.

### **Photography**

Parents and carers are welcome to take photographs of their children playing football at the Club. From time to time, the Club may arrange for photographs to be taken for publicity purposes (eg. the Club's website and newsletters). These pictures will be of groups of players rather than individuals. Any images used will not be accompanied by the players' names. Please contact a Team Manager or the Child Welfare Officer if you have any concerns or questions.

### **Christ Church United Kit**

Various items of Christ Church United FC clothing - including tracksuits - are available to buy through the 'Club Shop' page on the Club's website [www.christchurchunited.co.uk](http://www.christchurchunited.co.uk).

### **Age-Groups**

Coaching is split into a number of groups, as shown in the table below. The Team Managers can be contacted by email using the 'Contact' page of the website.

<i>Year group</i>	<i>Birth Date</i>	<i>School Year</i>	<i>CCUFC group</i>	<i>Team Managers</i>
Under-15	1/9/02 - 31/8/03	10	Senior	Gavin Stuart Lyll Reynolds
Under-14	1/9/03 - 31/8/04	9		
Under-13	1/9/04 - 31/8/05	8		
Under-12	1/9/05 - 31/8/06	7		
Under-11	1/9/06 - 31/8/07	6	Middle	Lee Wiffen Stuart Maskell
Under-10	1/9/07 - 31/8/08	5		
Under-9	1/9/08 - 31/8/09	4		
Under-8	1/9/09 - 31/8/10	3	Junior	Lawry Bickford James Royle
Under-7	1/9/10 - 31/8/11	2		
Shooting Stars	1/9/11 or after*	1 & Reception*		

\* minimum age is 5: children may join Shooting Stars at any time following their 5<sup>th</sup> birthday.

### **Registration**

Please complete the attached registration form and hand it, together with a cheque for £30 (individual member) or £50 (family membership) made payable to Christ Church United, to the relevant Team Manager as soon as possible. Please provide a mobile phone number in case we have to contact you urgently and an email address for other communications. It is important that the form is signed by a parent/carer. Please complete one form per child. Additional forms are available from the Team Managers and on the website. Please retain the rest of this registration information for your future reference.

### **Communication**

To reduce the time and expense involved in communicating by phone, our preferred method of keeping you informed of the Club's activities is via email and using the Club's website [www.christchurchunited.co.uk](http://www.christchurchunited.co.uk). Please provide an active email address that you use regularly, and let us know if you change it during the season. Check the website every Friday evening for the latest news - for example, if we need to call off a training session due to bad weather.

**If you have any questions or would like additional information about the Club, please contact the Membership Secretary (Lawry Bickford – 01372 723119) or any of the Team Managers.**

***We need more help to run the Club. If you're able to help, please let us know!***



## CHRIST CHURCH UNITED FOOTBALL CLUB

### CODES OF CONDUCT

#### Code of Conduct for Coaches

1. Respect the rights, dignity and worth of every player and treat each equally within the context of the sport.
2. Place the well-being and safety of players above all other considerations, including the development of performance.
3. Adhere to all guidelines of the relevant governing bodies.
4. Develop an appropriate working relationship with each player based on mutual trust and respect.
5. Never exert undue influence to obtain personal benefit or reward.
6. Encourage and guide players to accept responsibility for their own behaviour and performance.
7. Ensure that activities are appropriate for the age, maturity, experience and ability of players.
8. At the outset, clarify with the players (and, where appropriate, their parents) exactly what is expected of them and also what they are entitled to expect from their coach.
9. Cooperate with other coaches, officials, sports scientists, doctors and physiotherapists in the best interests of the players.
10. Promote the positive aspects of the sport (including fair play), and never condone behaviour contrary to the laws, rules and spirit of the game or the use of prohibited substances or techniques.
11. Consistently display high standards of behaviour and appearance, and be a role model for players, parents and spectators.
12. Do not use inappropriate language, or tolerate it from the players.

#### Code of Conduct for Players

1. Try hard to develop your own abilities in terms of skill, technique, tactics and stamina.
2. Give maximum effort, and strive for the best possible individual and team performance during a game, regardless of the score.
3. Understand and abide by the laws, rules and spirit of the game.
4. Ensure you are on time for coaching sessions and matches, and have appropriate clothing, footwear and shinpads.
5. Set a positive example to others, whether team-mates, opponents or spectators.
6. Show respect to coaches and match officials, and accept their instructions and decisions without protest.
7. Avoid all forms of gamesmanship (including time-wasting), cheating and violent conduct.
8. Avoid dangerous or violent play, and discourage it in others.
9. Help injured players, whether team-mates or opponents.
10. Treat opponents and spectators with respect at all times, regardless of the score or result of the game.
11. Be a good sport: accept success or failure, victory or defeat, with dignity.
12. Do not use inappropriate language.

#### Code of Conduct for Parents/Carers

1. Take a positive and supportive interest in your child's football activities, contributing to his/her enjoyment of the game, sense of achievement and self-esteem.
2. Encourage and guide your child to accept responsibility for his/her own behaviour, performance and development.
3. Cooperate with coaches and other parents/carers in the best interests of the players.
4. Encourage your child to understand and abide by the laws, rules and spirit of the game.
5. Ensure your child arrives on time for coaching sessions and matches, is equipped with appropriate clothing, footwear and shinpads, and is collected promptly at the end.
6. When spectating, show respect to all players, coaches, match officials and other spectators, regardless of the score or result of the game.
7. Encourage your child to be a good sport and to set a good example to other players.
8. Do not use inappropriate language, or tolerate it from your child.



# CHRIST CHURCH UNITED FOOTBALL CLUB SAFEGUARDING CHILDREN

## ***Procedures for ensuring the safety and well-being of children at coaching sessions***

Christ Church United Football Club is affiliated to the Surrey County FA and is recognised by the Football Association as a Mini-Soccer Centre. The Club is committed to ensuring that the FA guidelines on Safeguarding Children and wider child safety and well-being issues are observed.

This summary aims to provide parents and carers with a clear understanding of the arrangements that apply before, during and after normal Saturday morning coaching sessions. They form part of the Club's Safeguarding Children policy, which is based on the FA's recommended procedures and practices. Further information is available from the Club's Child Welfare Officer, Paul Mady (01372 817669).

### ***Before coaching sessions start (8.45 – 9.00am)***

1. Coaching sessions start at 9.00am. No unaccompanied child should arrive before 8.45am. Neither the Club nor Blenheim High School is responsible for the safety and general well-being of children before that time. Any child who arrives before 8.45am must be accompanied by a parent/carer.
2. Special care should be taken on arrival and departure, as the main entrance area and carpark are very busy with traffic at these times.
3. On arrival, each child should go to the area on the grass pitch or the astroturf where his/her age group normally plays, unless instructed otherwise by a Club coach.

4. If a child is part of a team due to travel to an away fixture, he/she should follow the instructions of his/her Team Manager or coach.
5. If the arrangements for collecting your child at the end of the coaching session are different to those that normally apply, please notify his/her Team Manager or coach before the coaching session starts.

### ***During coaching sessions (9.00 – 10.30am)***

1. During the coaching session, **under no circumstances** should any child leave his/her coaching group without the permission of his/her Team Manager.
2. If you wish to collect your child before the end of a coaching session, please do not take your child away without first notifying his/her Team Manager.
3. Any child wishing to go to the toilet during a coaching session should tell his/her Team Manager or coach, who will arrange for the child to be escorted by two adults (at least one of whom will be a Club coach) to and back from the entrance to the school toilets.

### ***After coaching sessions finish (10.30 – 11.00am)***

1. Coaching sessions finish at 10.30am. Please arrive in good time to collect your child promptly.
2. To avoid unnecessary congestion and risk of accident, please collect your child from his/her coaching area and not the main entrance area or carpark.
3. For the younger children playing on the astroturf (Shooting Stars, U7 and U8), parents/carers are asked to collect them from their coaching area in person. Under no circumstances should any child leave the astroturf unaccompanied.
4. If a child is not collected by 11.00am and his/her Team Manager is unable to contact his/her parent or carer, the Club will have no option but to refer the matter to the local police.
5. Under exceptional circumstances it may be possible for a child to be collected after 11.00am, by prior agreement with the appropriate Team Manager.

**Keep this page for reference!**



## CHRIST CHURCH UNITED FOOTBALL CLUB PROGRAMME FOR SEASON 2017/18

<u>Week No.</u>	<u>Date</u>	<u>Activity</u>
1	9 Sep 2017	Welcome / first coaching session of season
2	16 Sep 2017	Regular coaching session
3	23 Sep 2017	Regular coaching session
4	30 Sep 2017	Regular coaching session
5	7 Oct 2017	Regular coaching session
6	14 Oct 2017	Regular coaching session
7	21 Oct 2017	Regular coaching session
8	28 Oct 2017	Break (half-term)
9	4 Nov 2017	Regular coaching session
10	11 Nov 2017	Regular coaching session
11	18 Nov 2017	Regular coaching session
12	25 Nov 2017	Regular coaching session
13	2 Dec 2017	Regular coaching session
14	9 Dec 2017	Kids v Coaches/Parents games
15	16 Dec 2017	Break (Christmas holiday)
16	23 Dec 2017	Break (Christmas holiday)
17	30 Dec 2017	Break (Christmas holiday)
18	6 Jan 2018	Regular coaching session
19	13 Jan 2018	Regular coaching session
20	20 Jan 2018	Regular coaching session
21	27 Jan 2018	Regular coaching session
22	3 Feb 2018	Regular coaching session
23	10 Feb 2018	Regular coaching session
24	17 Feb 2018	Break (half-term)
25	24 Feb 2018	Regular coaching session
26	3 March 2018	Regular coaching session
27	10 March 2018	Regular coaching session
28	17 March 2018	Regular coaching session
29	24 March 2018	Regular coaching session
30	31 March 2018	Break (Spring/Easter holiday)
31	7 April 2018	Break (Spring/Easter holiday)
32	14 April 2018	Break (Spring/Easter holiday)
33	21 April 2018	Regular coaching session
34	28 April 2018	Regular coaching session
35	5 May 2018	Regular coaching session / Horsley tournament
36	12 May 2018	Regular coaching session
37	19 May 2018	Last day of season: Kids v Coaches/Parents games (morning) and Annual Awards Event (afternoon)

**Check [www.christchurchunited.co.uk](http://www.christchurchunited.co.uk) for news every Friday evening!**



## ***FOOTBALL FUN FOR 5's***

***Shooting Stars*** is part of Christ Church United Football Club – the largest church-linked community football coaching organisation in Surrey.

The aim of ***Shooting Stars*** is to provide young children with an opportunity to gain a basic understanding and experience of playing the world's greatest game in a fun, safe and healthy environment.

***Shooting Stars*** is open to boys and girls who've reached the age of 5, regardless of their ability level.

Sessions take place at Blenheim High School, Epsom every Saturday morning between 9.00 and 10.30 am during school term time. The 2017/18 season runs from 9 September 2017 to 19 May 2018.

For further information, including membership details, please contact Lawry Bickford (01372 723119).





## CHRIST CHURCH UNITED F.C.

### REGISTRATION FORM

2017/18 SEASON



***Please complete in CAPITAL LETTERS, using a separate form for each child.***

The information you provide will be stored on a computerised membership database for record-keeping and administration. A printout may be provided to the Football Association, but otherwise the information will not be released outside the Club. If you have any questions or concerns about this, please contact the Membership Secretary, Lawry Bickford (phone 01372 723119).

SURNAME	FORENAMES
DATE OF BIRTH	AGE
SCHOOL	SCHOOL YEAR
HOME ADDRESS	HOME PHONE NUMBER(S)
	MOBILE PHONE NUMBER(S)
	EMAIL ADDRESS <i>(please write clearly in capital letters)</i>  <i>This is an important form of our communication with you – please provide an active account that you use regularly</i>
HAVE YOU PREVIOUSLY BEEN A MEMBER OF CHRIST CHURCH UNITED FC?      YES / NO	
ANY HEALTH PROBLEMS WHICH THE COACHES NEED TO BE AWARE OF?	
IF YOU HAVE ANY OTHER CHILDREN AT CCUFC, PLEASE GIVE THEIR NAME(S) & AGE(S):	
<b>I have read, understand and accept the Club's "2017/18 Season Membership Pack".</b>	
PARENT/CARER NAME:	
SIGNATURE:	DATE:

- **Please return this form, with a cheque for £30 (individual membership) or £50 (family membership) made payable to 'Christ Church United', to the appropriate Team Manager.**
- **Please write the names of your child/children on the back of the cheque.**

**THANK YOU**