



In partnership with

NSPCC



Club DNA and Constitution

Version 11 – 1st June 2025



Please visit our website: www.madeleywhitestarfc.co.uk



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This information is one of a set of documents that provides you with information about Madeley White Star FC and sets out what you can expect from us, and what we expect from you.

If you have any queries, please do not hesitate to contact us.

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CLUB DNA

1. MISSION STATEMENT

Madeley White Star Football Club's is a not-for-profit club, and our aim is to provide a safe, secure, positive environment and endeavours to give the highest standard of football coaching that helps children to develop life skills as well as learn the sport, improve, enjoy and continuing playing football into their adult life.

Survive, Revive, Thrive

Some 8 years ago, Madeley White Star FC was in danger of folding and our immediate plan was to ensure that our club survived, and our motto became Survive, Revive and Thrive. With lots of hard work and dedication, we survived that first season and over the last few years have rebuilt our club and increased our number of teams from 6 with only approximately 70 members (excluding parents), to 21 including the provision of an adult team and a reserve team.

We now have over 300 members (excluding parents), and able to offer a full pathway from mini soccer through to adult football. We are also a Wildcats approved Centre for Girls football and have a Community Football School in partnership with YoungStarz for children aged between 2-12 years.

We have transformed our facility from being just a field, to looking like a home for our wonderful club. We have some of the best pitches in Staffordshire, with games rarely postponed, and have been successful in obtaining £500k funding which has enabled us to install fencing and gates to secure the site, pitch barriers on both senior pitches, new goals for all pitches, semi-permanent Respect barriers on all junior pitches and our Community Sports Hub and Clubhouse, providing two changing rooms with showers, 2 referee changing rooms with showers, toilets, disabled toilet and mother and baby room, café and social area.

We aspire to offer family friendly football with the very best footballing opportunities for each individual, and as a club we take great pride in providing our players with a playing pathway from mini soccer into adult football for our Reserve Team and First Team, as well as opportunities for those who don't want to play competitively. This will be done in an all-inclusive, non-discriminatory, friendly, enjoyable, and supportive environment where all abilities will feel valued and part of our fantastic club. We endeavour to develop the confidence, courage, and pride in every player.

We have the following specific objectives:

- To offer Football for All as per the requirements of the FA and encourage participation and enjoyment of football in our local and wider communities.
- Create a safe, positive, and fun learning environment.
- Provide football for those who want to be competitive or just want to play with their friends.
- Enhance personal development beyond football.
- Develop understanding of and within the game
- Help build confidence, self-esteem and promote personal development.
- Improve individual performance.
- Promote good discipline, respect, sportsmanship, and fair play.
- Create and maintain stronger links between our local community and our football club, and our wider community and our football club.
- Use football as a vehicle to educate about our values.
- Support volunteering.
- Increase participation in football and active recreation.
- Provide wider community usage of the club.
- Support the development of individuals and groups regardless of their race, culture, religion, gender, ability, sexual orientation, ethnicity, or social status.
- To provide a duty of care and protection to all club members

2. WHO WE ARE

We are a not-for-profit Community Grassroots Football Club based in Madeley, situated on the outskirts of Newcastle under Lyme, founded in 1906.

As an all-inclusive club, providing Football for All, we offer children and young people of all abilities the opportunity to play football in a supportive environment where learning and a love of the game are actively encouraged. We provide a Saturday Community Football School in partnership with YoungStarz for ages 2-12 years, have numerous teams age U7s to U17s and offer a pathway for our older players to stay within the club and join our associated development team or our first team.

Our ethos ensures that we are known throughout the local area and football community as a welcoming club who develop not just the technical playing ability but life skills of the child in an enjoyable environment. Our primary objective is to deliver player development to maximise their potential in the game, and the life skills the game can enhance, while in a safe, fun, and enjoyable environment.

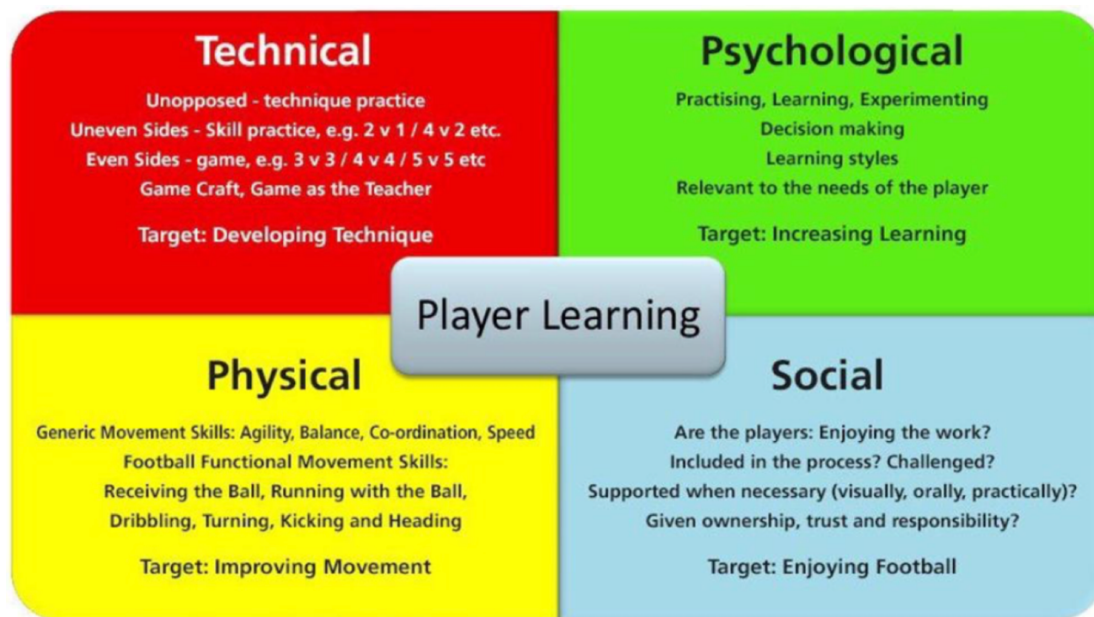
We continue to work Staffs FA on our developmental plan to expand our club offering of playing opportunities, which includes the provision of female only sides, disability inclusive squads, veterans, and walking football.

3. HOW WE COACH

Our ethos and approach to coaching and development is fully aligned with the playing and coaching philosophy of The Football Association's England DNA which consists of 5 core elements, who we are, how we play, the future player, how we coach and how we support.



Our coaches hold player and team development at the core of their coaching philosophy and will seek to develop the techniques and the skills of each individual child at training sessions and whilst playing in matches, by using the FA Four Corner Model for long-term player development, with age appropriate coaching delivery for the Foundation Phase (players aged 5-11), the Youth Development Phase (players aged 12-16) and the Professional Development Phase (players aged 18-21).



Our coaches aim to help develop players to give them the best experience possible and have a lifelong association with the club.

It is natural that winning constitutes a basic concern for all our coaches. These standards are not intended to conflict with that. However, our standard at Madeley White Star FC calls for our coaches to disassociate themselves from a 'win at all costs' attitude and to promote participation for fun and enjoyment, as well as achievement and to reward effort, not just ability.

Our coaches will display and promote high standards of behaviour as a role model to the players and will always represent the Club in a positive and professional manner, regardless of opponents and the outcome of games. They will show respect to others involved in the game including match officials, our players, opposition players, fellow and opposition coaches, fellow and opposition managers, and spectators at all times.

Throughout the season Coaches will keep parents updated on the team and player development and they ask all parents to volunteer some time to support them at training sessions and on match days by assisting with helping to put equipment away, corner flags etc and by being a volunteer linesman on a matchday. There are a wide range of activities to get involved in either on or off the pitch.

By getting the parents engaged, they feel part of the club which adds to our community feel and embeds pride in being part of our Club.

4. HOW WE PLAY

Respect, teamwork and Sportsmanship will be at the centre of what we will expect from our players, coaches, and parents. Our playing philosophy is the 3 C's – **C**onfident, **C**reative and **C**lever football.

We want our players to feel pride in the fact they play for our club; this includes trying their best and challenging themselves.

Winning is not our priority, although players should want to win and are naturally competitive, the result should not take precedence over development. Our success will be measured individually over the FA 4 Corner Model.

Coaches and Managers of Under 7 to Under 11 teams must ensure that all players receive equal playing time for each and every game. The only exception is where a player is injured or does not want to play for whatever reason.



Coaches and Managers of Under 12 to Under 18 teams must ensure that all players receive 50% playing time over the entire season. These age groups differ from the younger players because in some games, due to the superiority of the opposition, one or two players may struggle to compete which could lead to a loss of confidence or, worse still, a risk of injury. This may cause the coach to give greater playing time to some players for these games with the time being made-up for the others against weaker opposition.

What is most important is that **Madeley White Star FC do not support a “win at all costs” mentality, and we remain committed to ensuring that we provide football for all and have a clear transparent, and consistent policy so that all involved understand their roles and responsibilities.** Football is the National Game.

5. THE FUTURE PLAYER

Player initiative is especially important to us; players will be encouraged to take responsibility for their own learning and development.

Decision making must be left to the player, having a positive attitude, and demonstrating appropriate behaviour is needed in order to apply themselves to development.

Respect for the coaches and their teammates is of upmost importance and should be actively encouraged by the parents.

We expect our players to attend training and matches with the appropriate kit and match day equipment required to partake in the activity.

6. HOW WE SUPPORT

We will promote a culture of excellence, whereby all volunteer coaches are supported to become qualified, as appropriate to their role with support and advice from UEFA B and UEFA A coach mentors, and all coaches have access to The Coaching Manual.

All members whether Players, Coaches, Parents, Committee members or Officers of the club can feel supported by the policies the club has in place to support everyone involved within it.

7. CLUB ETHOS

We believe that football has the power to bring people together of all ages, to build friendships and community, to promote mental, physical, and social well-being through encouraging healthy habits and an active lifestyle.

We aim to foster a love of the game and to provide opportunities for players of all ages and skill levels, in a safe, fun, positive and all-inclusive environment, where every player is valued and encouraged to develop and improve their skills on and off the field. promote the values of teamwork, respect, and sportsmanship, build confidence and self-esteem, increase player ownership and responsibility, enabling them to reach their full potential.

Players are at the centre of everything we do, and our coaches aim to provide training sessions which are fun and enjoyable in a safe, positive, and all-inclusive environment, whilst providing age-appropriate coaching.

The club defines success as improving players and teams over time, by rewarding performance and effort rather than just the result. Learning to accept defeat is an important life skill.

Alongside developing players technical skills and decision-making capabilities, through football, all players will learn essential life skills including co-operation, teamwork, communication, friendship, honesty and integrity, work ethic, commitment, pride, respect, and discipline.

Throughout our club, we have adopted a playing philosophy which all of our coaches encourage
Confident, Creative and Clever Football

Our coaches are expected to undertake a positive approach to mentoring, motivating, facilitating, and teaching the players of their respective teams. They are aware that they are in a position to act as a positive role model for the club – positivity is the key to success, and at Madeley White Star FC, we pride ourselves on positive forms of communication and leadership, on and off the pitch.



We are a fully inclusive, not for profit club and ensure that we treat all our volunteers and members fairly and with respect, as well as match officials, opposing teams and spectators, irrespective of their sex, age, disability, ethnicity (including nationality and race), gender re-assignment, sexual orientation, religion and belief, pregnancy and maternity, marriage, and civil partnership status. We believe that opportunities for all is a basic human right, and actively oppose all forms of unlawful and unfair discrimination.

We will not tolerate harassment, bullying, abuse, discrimination, or victimisation of any individual/s, and if the club are aware that such behaviour takes place, we will ensure that such behaviour is met with the appropriate action and sanction in whatever context it occurs and will inform the County FA.

We pledge to:

- Create a positive learning environment.
- Enhance personal development beyond football.
- Develop understanding of and within the game
- Help build confidence, self-esteem and promote personal development.
- Improve individual performance.
- Create and maintain stronger links between local community and our football club.
- Use football as a vehicle to educate about our values.
- Support volunteering
- Increase participation in football and active recreation.
- Provide wider community usage of the club.
- Support the development of individuals and groups regardless of their race, culture, religion, gender, ability, sexual orientation, ethnicity, or social status.



CLUB CONSTITUTION

Our Club Constitution is below and contains the following information:

- Club Name
- Objectives
- Club Colours
- Status of Rules
- Membership
- Rules and Regulations
- Resignation and Expulsion
- Complaints Procedures
- Disciplinary Procedures
- Roles and Responsibilities
- Committee and Meeting Details
- Codes of Conduct
- Club Mission Statement

1. NAME

The Club shall be known as Madeley White Star Football Club and shall include the affiliated Clubs, Madeley White Star Juniors FC and Madeley White Star FC and shall be referred to hereafter as “the Club”. The Club shall be affiliated to the Staffordshire Football Association (Staffs FA) and shall abide by their rules and regulations.

2. OBJECTIVES

The objectives of the Club are to be open and accessible to the communities we serve and all supporters of the club, to provide a sustainable, safe, positive, all-inclusive and fun environment for everyone to enjoy and participate in Association football and arrange social activities for its members irrespective of their sex, age, income, disability, ethnicity (including nationality and race), gender re-assignment, sexual orientation, religion and belief, pregnancy and maternity, marriage and civil partnership status. We believe that opportunities for all is a basic human right, and actively oppose all forms of unlawful and unfair discrimination.

We will not tolerate harassment, bullying, abuse, discrimination, or victimisation of any individual/s, and if the club are aware that such behaviour takes place, we will ensure that such behaviour is met with the appropriate action and sanction in whatever context it occurs and will inform the County FA.

The Club will endeavour to create a family atmosphere within “the Club” where children and young people want to participate and play as part of a team, whether for fun or as part of a competitive team.

The Club also aims to promote football and sport to the communities we serve, as a means of enhancing health education, learning opportunities and local community involvement, with young people acquiring sporting and personal skills from which they will derive lifelong benefits, self-respect, self-esteem, self-confidence, integrity, and respect for others.

The Club will ensure at all times, that it will work to England Football Accredited guidelines in terms of

- i. Performing enhanced DBS checks on all volunteers prior to working with members who are under 18.
- ii. Ensuring all volunteers have completed Child Protection Training (FA Safeguarding Children course)
- iii. Adhering to the FA Respect Code of Conducts and FA Play Safe initiatives.
- iv. Ensuring all team managers have achieved a minimum of FA Introduction to Coaching Football qualification.
- v. Ensuring all team assistant managers/coaches have achieved a minimum of EE Playmaker course.
- vi. Ensuring trained First Aiders are available at all training sessions and matches.
- vii. Maintaining a proper system of Club administration
- viii. Providing a full pathway from mini soccer through to open age association football
- ix. Fair Play
- x. Management
- xi. Public Liability Insurance



3. CLUB COLOURS

- the home Club colours for teams playing junior, youth and open age association football on Saturday and Sunday shall be yellow and royal blue shirts, royal blue shorts, and royal blue socks with a fluorescent green goalkeeper kit.
- the away Club colours for teams playing open age association football on Saturday shall be red and white shirts, red shorts, and red socks with a turquoise goalkeeper kit (fluorescent pink goalkeeper kit as third choice)
- the away Club colours for teams playing junior, youth and open age association football playing Sunday shall be red and white shirts, red shorts, and red socks with a turquoise goalkeeper kit.

4. STATUS OF RULES

The Club rules form a binding agreement between each member of the Club.

5. RULES AND REGULATIONS

The Football Association and any League or Competition rules to which "the Club" is affiliated shall be deemed to be incorporated into "the Club" rules and shall be adhered to by all persons associated with "the Club", **"the Club" will also abide by the Football Associations Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy**. These will be deemed to be incorporated into "the Club" rules and shall be adhered to by all persons associated with "the Club".

6. MEMBERSHIP

The members of the Club can exist in two forms. The members of the club shall be those persons listed on the FA Club Portal. This will form the Membership Register and will include all members registered as players or training only, Parents/Guardians/Carers will automatically become members, for members who are under 18 years of age, Directors, Executive Management Committee, Team Managers/Coaches, Assistant Team Managers/Coaches, and persons co-opted on Sub Committees. This system will be maintained by the Club Secretary.

- Playing Membership is by application only via our on-line membership form, access to this can be obtained from the Club Secretary or from your team manager. The Executive Management Committee reserve the right to restrict numbers due to available resources and number of volunteer coaches.
Playing membership for U18's automatically registers players **AND** both parents/guardian as Club Members, so they can benefit from the club's facilities.
- Club Membership is permitted to benefit from the club's facilities - Membership must be via nomination from an existing member of the Club, with approval from two members of the Executive Committee and there will be an interval of at least 2 days passing between people being admitted to membership, or as candidates for membership, and their admission to the club. This can be completed via the online form or in person at the club.
- Club Membership is automatically afforded to all Executive and Standard Committee roles.
- Election to membership shall be at the sole discretion of the Club Management Committee and not less than 2 members of the Executive Management Committee shall interview any non-playing applicants e.g. Team Managers, Team Coaches etc. Membership shall become effective upon an applicant's name being entered in the Membership Register.
- In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- The Club shall not be held liable for any injuries to members whilst training or playing.
- The Club recommends that all players should have their own personal accident insurance.
- The Football Association and the Staffordshire County Football Association shall have access to the Membership Register on demand.

Fundamental to the club's progress and philosophy is the opportunity for a player to be offered the option to re-register annually. This should be ahead of other non-registered players as a default option.

However, on occasions there may be a need to discuss options of remaining as a training squad player, leaving the club, or other alternatives with the Player/Parents. This should only be completed with guidance from the Club Welfare Officer and where appropriate evidence, and information has been captured to support the case by the team manager/coaches. For example, lack of adherence to respect codes throughout previous season, poor discipline record, lack of attendance, lack of commitment, or a large gap in ability levels/capability which fundamentally causes a concern to the players Safety and Welfare.

The club provides a recommendation on the number of players to register per team to ensure appropriate opportunity throughout the season is achieved. The FA and Leagues set a maximum limit on the number of players per squad up to U15s, but the club believes every player should have the opportunity to play and therefore will set a maximum limit on the number of players per squad for U16s, U17s and U18s where no more than 16 players can be registered. There is no maximum limit on the number of players per squad from open age.

7. GUESTS UTILISING MEMBER BENEFITS

- a) Visiting teams must be coordinated via the Club Secretary in advance and all players and coaches must be recorded as visitors of the Club Secretary who will be responsible for the control of their behaviour. This must be limited to visitors from the Staffordshire County Senior League as they form part of the FA's National League Feeder System. The Club Secretary must be on the club premises at all times the guests are present. When any other teams are visiting alcohol must not be permitted under the certificate.
- b) Any 'on the day' guests who wish to benefit from the Club Premises Certificate must be signed in by an existing member of the club and that member must remain on the premises with the guest.
- c) Guests must only be permitted to the premises on two occasions in any calendar year then membership requirement must be mandated.
- d) Guest register must be maintained for a minimum of 12 months and must be produced upon request to any Responsible Authority.
- e) Guests from visiting teams from the Staffordshire County Senior League, that have been specifically invited by the Club Secretary will be permitted. These will be recorded on the day as guests of the Club Secretary who is subsequently responsible for the control of their behaviour.

As this demands a specific responsibility of the Club Secretary – it is therefore mandatory that the holder of this role holds a Personal License. This is a condition of the Club Premises Certificate.

As membership includes being able to enjoy the benefits of the club holding a Club Premises Certificate the club, as part of that certificate adopts the following into its constitution and rules. These become our Standard model of operating with regards the ability to supply alcohol.

The Prevention of Crime and Disorder:

- a) CCTV must be installed and cover all internal areas, including all public entry and exit points and any areas where smokers are allowed to congregate within the defined area as outlined in red on the premises plan. The CCTV unit must be positioned in a secure part of the licensed premises and not within any private area of the location. Access to the system must be allowed immediately to the Police, Local Authority Officers or a Responsible Authority in accordance with the Data Protection Act where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law
- b) All images must be kept for a consecutive 28 day period and to be produced to the Police, Local Authority Officers or a Responsible Authority, in relation to the investigation of crime and / or disorder issues and suspected licence breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
- c) The CCTV system must be maintained so as to be fully operational and recording continually 24 hours every day.
- d) The CCTV system clock must be set correctly and maintained (taking account of GMT and BST).
- e) There must be notices displayed throughout the premises stating that CCTV is in operation.
- f) There must be a member of staff available at all times who is trained and capable of operating the CCTV system and also downloading any footage required by the Police, Local Authority Officers or a Responsible Authority.
- g) Daily checks must be made of the operation of the CCTV system to confirm that it is working correctly, and such checks must be recorded in a register which is to be signed by the person conducting the check. This record must be kept fully updated at all times and remain on the premises for inspection by the Police, Local Authority Officers or a Responsible Authority.



To incorporate conditions in section (c) Public Safety:

- a) All drinking receptacles (including bottles) must be of an alternative material other than glass. Any drinks not available in this packaging must be decanted and the glass / bottle retained by the staff at the location and not handed to the customer.
- b) No open vessels containing alcoholic drinks must be taken from the boundaries of the defined area.

The Prevention of Public Nuisance:

Notices must be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

The Protection of Children from Harm:

- a) Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.
- b) All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 12 months.
- c) A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are underage. This refusals register must be checked weekly by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. Records must be retained for a minimum of 12 months. This register can be written or electronic.
- d) Challenge 25 signage must be displayed in a clear and prominent public place at the premises.

8. ANNUAL CLUB MEMBERSHIP FEES

Annual playing membership fees can be covered either by

- the Players Parent/Guardian/Carer being responsible for payments as detailed further below,
- by the team obtaining sponsorship to cover the fees of the team. This could include either an amount which reduces the total fee payable by each Player, or an amount which covers the fees due from the Team for a 12-month period.

If annual membership fees are not covered by sponsorship, then each player registered to play in a team competing in a league will be required to pay a registration fee and an annual membership fee. The first payment will become payable upon successful application for membership. Fees are non-refundable and for the avoidance of doubt are calculated per annum, i.e., a 12-month period not pro-rot.

At the discretion of the Executive Management Committee, concessionary membership may be offered in the following circumstances –

- a) at the discretion of the Executive Management Committee, the registration fees may be discounted for Parents/Guardians/Carers who have more than one player, playing for the Club in a season.
- b) Should a Parent / Guardian / Carer find themselves experiencing financial difficulties, they should contact the Club Welfare Officer to discuss their circumstances to enable us to help. At the discretion of the Executive Management Committee, concessionary membership may be offered.
- c) At the discretion of the Executive Management Committee, fees may be discounted due to personal circumstances or when it is in the interest of Madeley White Star FC Limited.

Any player that falls into arrears of more than one month's subs will be temporarily suspended from training sessions and matches until outstanding amounts are paid. Your Team Manager will contact you if we have a record of missed payments and prompt you for payment. A reminder letter will also be sent to you providing confirmation of the amount owed and requesting payment to be made with 14 days of the date of the letter.

If you are unable to pay subs or owed fees, please speak to your Team Manager or email our Club Welfare Officer via welfaremws@gmail.com to discuss your circumstances. Following this, if applicable our Club Welfare Officer will discuss the possibility of concessionary membership with the Executive Management Committee.

Madeley White Star Football Club Limited is keen for all players to have the opportunity to play football, so please speak to us regarding your payment if you are experiencing financial difficulties, to enable us to help you. The Parent/Guardian or Carer will be both responsible and the representative for all members who are under 18 years of age. Please be assured that any request for assistance, will be treated with the strictest of confidence.

Annual Club Membership Fees will be reviewed by the Executive Management Committee on an annual basis and agreed at the AGM, during June, to ensure the running costs and objectives of the Club are continually met for the following financial year.

*****The Executive Management Committee shall have the authority to levy further fees from its members as are reasonably necessary to fulfil the running costs and objectives of the Club*****

Our Annual Club Membership Fees for Madeley White Star FC will be £320 plus a registration fee of £25, per team, payable upon joining. Our fees cover a 12 month period from 1st June through to 31st May, payable by standing order as follows –

Account details –

Name: Madeley White Star FC Limited

Account Number: 91517570

Sort code: 40-34-13

For the reference field please ensure you input the name of your child (no initials - first name and surname please)

If you have more than one child playing for a team, please set up a separate standing order to enable us to record payments received.

- £25 payable upon joining, followed by x10 payments of £32 by standing order on the first day of each month
- we offer a sibling discount of £30.

In instances where a player is registered to play for a Madeley White Star FC team on both a Saturday and Sunday, the combined annual subscription fee will be £420, plus a registration fee of £50 payable upon joining, which has been heavily discounted to reflect their commitment to the Club. As above, our fees cover a 12 month period from 1st June through to 31st May, payable by standing order as follows –

- £50 payable upon joining, followed by x10 payments of £40 by standing order on the first day of each month

Club Membership Fees for our adult teams are available upon request as they differ due to increased costs incurred and these teams will be charged a total fee per annum, per team, dependent upon which league and which division they play in, as requirements vary.

Annual membership fees can also be covered either by the team obtaining sufficient sponsorship to cover the full running cost of the team, or by individual player sponsorship. Please note that sponsorship is subject to VAT, and details of the sponsor must be forwarded to our Club Treasurer so that they can be invoiced accordingly.

Players will only be registered with Madeley White Star FC upon receipt of the £25 registration fee, per team, together with the first instalment of £32 or £42 if playing Saturday and Sunday, and registration has been completed on the Club Portal.

Players who train only must complete our training registration form and a payment of £20 per month via standing order is required for insurance purposes etc.*

****The Executive Management Committee reserves the right to request the payment of Club Annual Membership Fees in full, from any team or individual who repeatedly fails to pay their Fees by the due date, or is at risk of folding.**



Any team who fails to pay their Annual Club Membership Fees by the due date, will be suspended from training and this will result in fixtures being withdrawn until the outstanding fees have been paid.

Due to previous issues regarding delays in payment or non-payment of fines, the Executive Management Committee reserve the right to request a deposit from any team to cover any potential fines they may incur throughout the season.

Our Annual Playing Membership Fees cover, but are not limited to -

- Club and Team Affiliation with the County FA
- Team Registration Fees with the appropriate League
- Team Deposit Fees with the appropriate League
- Player Registration Fees with the appropriate League
- Public Liability Insurance
- Player Insurance (*in addition, the Club also recommends that players have personal player accident insurance*)
- Manager/Coaches and Assistant Manager/Coaches qualifications to maintain England Football Accredited award
 - FA Enhanced DBS, FA Safeguarding Children, FA introduction to First Aid in Football, EE Playmaker and FA Introduction to Coaching Football
- FA Enhanced DBS for all Club Volunteers
- FA Safeguarding Children Workshop for all Club Volunteers
- Club and Team Training Equipment (*team training equipment limited to ball bag, training balls, cones, bibs*)
- Coach kit bundle
- Match Balls
- FA Approved First Aid Kit
- Winter training fees (*each team is permitted 1 hour, if you wish to train twice a week or have a 2 hour slot, the additional cost must be covered by the team*)
- Match Balls
- Match Official Fees
- Administration costs
- Sage accounting software
- Security software for laptop
- Microsoft Office Licence
- Website
- Rent and Utilities at Manor Road
- General Repairs and Maintenance at Manor Road
- Cleaning and Cleaning Supplies at Manor Road
- Hedge Cutting at Manor Road
- Pitch maintenance at Manor Road, including grass cutting, brushing, rolling, weed control, top dressing, over-seeding, aeration et
- Initial pitch marking fees preseason
- Weekly Pitch/Line Marking Fees
- Contribution to cover Club overheads, maintenance of Clubhouse and site
- Insurance for clubhouse and machinery

There is no cost to Club Membership only.

9. DISCIPLINE FINES

Where a player is issued with a discipline fine as a result of committing a booking or sending off offence, in youth football (under 18 years of age), whilst it is the responsibility of the Club to pay fines issued for anyone in youth football, this means that the club is unable to claim the cost back directly from those who are under 18 years of age. However, the club can claim the cost back from the parent, as the parent is the representative and responsible for the child. In instances where a player is aged 18+, the club can claim the cost back directly from the player.

We are required by the FA to provide notification in writing of a caution/charge to all individuals. This will involve a letter being sent to the player, or parent/guardian or carer if the player is under 18 years of age, which will include –

- the name of the player
- details of the nature of the fine
- amount of the fine
- any suspension if applicable
- the date payment is due and notice that if payment is not received by the due date, this will result in suspension until payment has been received, and in addition a club fine will be issued with a further 7 days to pay.

Should a further letter be required, this will provide a final opportunity to pay the amount due, and if this is not received by the due date, the following action will be taken as a last resort

- Youth Football – the debt will be passed to our solicitors to recover, resulting in additional cost.
- Open Age Football - this will result in the debt being passed to FA Debt Collection, incurring additional costs and a *Sine Die* (an indefinite suspension) from all football activities.

The letters are not threatening, they are a means of communicating the steps that we have to take when claiming back the cost of fines.

Notification has to be given in writing so that the Club has an audit trail in the event evidence is required to show that we have tried to obtain payment, should an individual fail to pay, resulting in their debt being passed either to our solicitors or to FA Debt Collection to recover costs. Madeley White Star Football Club Limited is keen for all players to have the opportunity to play football, so please speak to us regarding your payment if you are experiencing financial difficulties, to enable us to help you.

The Parent/Guardian or Carer will be both the representative and responsible for all members who are under 18 years of age.

10. FUNDRAISING

Prior to the start of the new football season, **all teams will be required to assist Madeley White Star FC with Club fundraising by donating £100 per team.** Each team is free to choose a method to enable them to do this which is both legal and effective, and any amount they raise over and above £100, they will be able to keep in their team funds or donate to a charity of their choice.

11. RESIGNATION AND EXPULSION

A member shall cease to be a member of the Club from the date which they give notice to "the Club" of their resignation. Madeley White Star Football Club reserves the right to charge any outstanding subscriptions due to "the Club" up to the date of resignation.

A member whose annual membership fee is two payments in arrears shall be deemed to have resigned and shall cease to be a member of the Club.

The Executive Management Committee shall have the power to expel a member (including volunteers) when, in their opinion, it would not be in the interest of "the Club" for them to remain a member (including volunteer) of "the Club". If a member feels that the decision is unfair, then they have the right to appeal and in the first instance the appeal **MUST** be submitted in writing to the Club Secretary within 14 days of the expulsion decision.

A member who resigns or is expelled shall not be entitled to any claim or share of "the Clubs" equipment or property and is reminded of our Club Policies and Codes of Conduct, and must not use social media to make disparaging or defamatory statements about Madeley White Star FC Limited, our Directors, Executive Management Committee, Sub-Committee, Officers, Managers, Coaches, Volunteers, Members and Players or harass, bully or unlawfully discriminate in any way.



In cases where Officers of the Club have access to data, this must not be used in any way which breaches the provisions of the Data Protection Act 1998, disclose any intellectual property, confidential or commercially sensitive information relating to our Club.

Please be aware that, regardless of the fact that privacy settings may be in place when posting on social media, one tribunal commented ***“When a Claimant put comments on his Facebook page, to which members of the public could have access, he abandons any right to consider his comments private”***. Furthermore, in the case of Teggart v Teletext UK Ltd, the claimant was not entitled to rely on the right to privacy under Article 8 of the European Convention of Human Rights.

12. DISCIPLINE PROCEDURES

In the event that any member feels that they have suffered discrimination in any way or that the Club policies, rules, or codes of conduct have not been adhered to, should follow the procedures outlined below. The matter should be reported to the Club Secretary, in writing within 7 days of the occurrence. The report should include the following information –

- Details of what, when, and where the occurrence took place.
- Any witness statements and names.
- Names of any others who have been treated in a similar way.
- Details of any former complaints made about the incident – date, when and to whom made.
- A preference for a solution to the incident.
- The Club Discipline Committee will sit for any hearings that are requested. The quorum for a disciplinary hearing shall be three.

Any Discipline Committee member(s) having a complaint made against them will not sit on the committee for that hearing. If, in this situation, the remaining Discipline Committee Members cannot meet the quorum, Club volunteers may be seconded to the Discipline Committee for the purposes of hearing that complaint only.

If a complaint is upheld the Discipline Committee will impose a penalty as per the Club disciplinary procedure and/or in line with the FA disciplinary procedure.

The Discipline Committee's decision shall be final.

The Executive Management Committee shall have the powers to warn as to future conduct, suspend from membership either temporarily or permanently or remove from membership any person found to have broken the Clubs' policies, Rules or Codes of Conduct or actions that are not in the spirit of the wider aspirations of the Club.

13. COMPLAINTS PROCEDURES

In the event that any member feels that they have suffered discrimination in any way or that the Club policies, rules, or codes of conduct have not been adhered to, should follow the Club Complaints Policy, by completing the Madeley White Star FC Complaints form by [clicking here](#) or contacting the Club Secretary for a copy. This must be done within 7 days of the occurrence. Please be as detailed as possible when completing the form so we can follow up and investigate the matter thoroughly.

To seek clarity on the Complaints Procedure you can email charlotte.baileymws@gmail.com

Madeley White Star FC will not acknowledge or accept a formal complaint via any form of social media, and we will only accept official complaints submitted via our complaint form.

After you submit your complaint using the Madeley White Star FC Complaint Form the following will happen -

- Immediately: You will receive by message:
 - Acknowledgement of receipt of your submission into the Madeley White Star FC Complaints System and confirmation that this matter is being dealt with in accordance with our Complaints Procedure
- Within 5 working days: You will receive by email:
 - Confirmation of the name of the person at Madeley White Star FC who is dealing with your complaint.
 - A request for any additional information needed for Madeley White Star FC to thoroughly investigate this situation.



- A request for your written agreement for us to contact any third party if we require additional information from them.
- Indication of the timescales involved and next steps to resolve your complaint.

- Within 30 working days, unless there are extenuating circumstances: You will receive by email:
 - Our response to your complaint and any next steps.
 - **Note:** Should it not be reasonably possible to resolve the complaint within 30 working days this will be communicated to the complainant with an estimated date of resolution and the reason for this delay. If any additional information, or your written agreement to contacting a third party, has been requested our response will be within 30 working days of receiving these items from you.

How Will Madeley White Star FC Resolve Complaints?

Stage 1 – Fact-finding

The Secretary will, in the first instance, liaise with all parties to establish the facts in order to seek a swift resolution. Specifically, if the complaint relates to a third person and or entity, they will be informed and given a fair opportunity to respond in writing with their account. Any witnesses will also be asked to respond in writing with their account and a thorough investigation will be undertaken. This will be done before progressing to Stage 2. Should the complaint be about a member of the Executive Management Committee itself, then Stages 1-3 of the complaints process will be dealt with by a member of the Sub Committee or Discipline Committee.

Stage 2 – Complaint Working Group

Upon conclusion of the fact-finding exercise investigating the complaint, including receipt of all information from both parties and any witnesses, a 'Complaint Working Group' (CWG) is established with a minimum of three members, one of whom the CWG appoint to act as Chair. This group may comprise of members from the Executive Management Committee, Sub Committee and Discipline Committee.

The CWG discuss the circumstances surrounding the complaint, draw conclusions and determine the next steps to remedy the situation.

In certain situations, the CWG may also request further specific information before reaching a conclusion.

Stage 3 – Communicating the results of the investigation

On conclusion of the investigation the appointed Madeley White Star FC representative responsible for the complaint, emails the Complainant advising:

- Details of the investigation that has been undertaken
- The findings of the investigations
- The conclusion of the CWG
- Any action taken as a result of the complaint together with the options to appeal or progress to a further stage

In the event of the CWG requesting additional information, the Madeley White Star FC representative responsible for the complaint emails the Complainant with an update on the progress made, and an indication as to when a full reply will be given. The Madeley White Star FC representative returns to Stage 1 of the process to obtain the additional information, prior to progressing to Stage 2.

The CWG's decision shall be final.

14. ROLES AND RESPONSIBILITIES

The following roles have been defined and shall form the Executive Management Committee in accordance with the requirements by Staffordshire Football Association.

Directors

Rob Woodward - resigned
John Bailey

Company Secretary

John Bailey

The Directors shall be responsible for the management of **ALL** the affairs of Madeley White Star Football Club Limited and as such delegate the day to day running of the Club to the Executive Management Committee.

Madeley White Star Football Centenary Limited is registered as a Community Amateur Sports Club and any surplus revenues and associated cash balances it generates will be reinvested to either equipment or improvements at Manor Road.



The Executive Management Committee shall consist of the following roles -

- Club Chairperson – James Hardacre
- Club Secretary – Charlotte Bailey
- Club Treasurer – John Bailey
- Club Welfare Officer – Charlotte Bailey

The duties of the Executive Management Committee will include the following –

- The Club Officers sitting as The Executive Management Committee shall be responsible for the day-to-day management of all the affairs of the Club. Decisions of the Executive Management Committee shall be made by a simple majority of those attending the Executive Management Committee meeting. In the event of a tie, the Chairperson of the Club shall have a casting vote.
- To maintain an accurate system of administrative records of “the Club” through the Secretary.
- To keep accurate accounts of the finances of “the Club” as a limited company, reported in line with the requirements of HMRC, through the Treasurer
- In the absence of the Chairperson, the Treasurer shall chair meetings of the Executive Management Committee, Sub-Committee Meetings, Club Manager Meetings, and any other meetings that may have been arranged by the Chairperson.

The following further Club roles have been defined for Sub-Committee Members/Officers of the Club -

- Vice Chairperson (Simon Williams)
- Assistant Secretary (Ian McNicholas)
- Groundsman (John Bailey)
- **Assistant Club Welfare Officer - vacant**
- Inclusion Officer (James Hardacre)
- Discipline Secretary (Dave Clare/Charlotte Bailey)
- England Accreditation Co-ordinator (Charlotte Bailey)
- Respect and Fair Play Co-ordinator (Charlotte Bailey)
- **Discipline Committee Officers (x4) (Charlotte Bailey, Simon Williams) x2 vacancies**
- **Junior Football Development Officer U7 – U15 - vacant**
- Youth / Open Age Football Development Officer U16 – Open Age (John Bailey)
- **Female Football Development Officer - vacant**
- **Junior and Youth Player Representative - vacant**
- Adult Player Representative – John Bailey
- Junior and Youth Forum Officers – (Simon Williams and Charlotte Bailey) x2 vacancies
- PR and Communications Officer (Jemma McNicholas)
- Web Master (Lucy Bailey)
- **Commercial and Sponsorship Officer - vacant**
- **Event and Fundraising Co-Ordinator - vacant**

Any vacancies on the Committee shall be filled by a member, only if they have been proposed by one (1) and seconded by another one (1) of the remaining Committee members and then approved by a simple majority of the remaining members.

The Executive Management Committee shall have the powers to co-opt additional Club members to the Sub Committee in an active role as and when the Executive Management Committee determines is necessary.

Nominations for election of members as Officers or as members of the Committee must be made in writing by the proposer and the seconder, both of whom must be existing members of Madeley White Star FC. This must be received by the Club Secretary no later than 12 noon on the day of the AGM.

In the event that no nominations are received for any of the committee roles, the need for an election will not arise. All officers are elected for the period of 1 year but may be re-elected to the same office or another office the following year.

The Executive Management Committee shall control the affairs of the “the Club” and shall meet at agreed intervals, not less than 4 times per year.



15. ANNUAL GENERAL MEETINGS

The Annual General Meeting (AGM) of "the Club" will be held not later than the end of June each year. Twenty-one days written notice will be given to Committee Members who will circulate time, date, and venue of the meeting to their team members. Representatives must advise the Secretary in writing of any business to be discussed at the AGM or give notice of the agenda for the meeting at least 14 days before the meeting.

The Secretary shall circulate or give notice of the agenda for the meeting to members not later than 7 days before the meeting.

The purpose of the AGM shall be;

- Confirm the minutes of the previous AGM
- Receive report from the Chairperson
- Receive report from the Secretary
- Receive accounts for the year from the Treasurer
- Elect the officers of "the Club"
- Transact such business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

Nomination of candidates for election of Officers shall be made in writing to the Secretary no later than 14 days prior to the AGM.

Nominations can only be made by members and seconded by another member. At all General Meetings the Chair will be taken by The Chairperson or by the Treasurer in the absence of the Chairperson.

Decisions made at a General Meeting shall be a simple majority vote from Officers attending that meeting. In the event of equal votes, the Chairperson has the additional casting vote.

A quorum for a General Meeting shall be 4 members and 2 Officers of the Club. Each member of "the Club" shall be entitled to one vote at General Meetings. Alterations to the Constitution Any proposed alterations to "the Club" Constitution may only be considered at an Annual or Special General Meeting convened with the written notice of the proposal.

Any alteration or amendment must be proposed by a member of "the Club" and seconded by another member. Such alterations shall be passed if supported by at least two thirds of the members present at the meeting, and where necessary approved by the Football Association and the Club Legal Representatives.

All the information discussed at the AGM, including the Club finances, forecasts and accounts is available to all members.

16. DISSOLUTION

If at any General Meeting of "the Club" a resolution is passed calling for the dissolution of the Club, the Secretary shall immediately convene an Extraordinary General Meeting of "the Club" to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Extraordinary meeting the resolution is carried by at least two thirds of the members present the committee shall thereupon or at such a date that shall have been specified in the resolution proceed to realise the assets of "the Club" and discharge all debts and liabilities of "the Club". After discharging all debts and liabilities of "the Club" the remaining assets shall not be paid or distributed amongst the members of "the Club" but shall be given or transferred to some other organisation having objectives similar to those of "the Club".

17. OUR MISSION – MADELEY WHITE STAR FC

Madeley White Star Football Club's aim is to provide a safe, secure, positive environment and endeavours to give the highest standard of football coaching that helps children to develop life skills as well as learn the sport, improve, enjoy and continuing playing football into their adult life.

We aspire to offer family friendly football with the very best footballing opportunities for each individual, and as a club we take great pride in providing our players with a playing pathway from mini soccer into adult football for our Reserve Team and First Team. This will be done in an all-inclusive, non-discriminatory, friendly, enjoyable, and supportive environment where all abilities will feel valued and part of our fantastic club. We endeavour to develop the confidence, courage, and pride in every player.



We have the following specific objectives:

- To offer football for all as per the FA and encourage participation and enjoyment of football in our local and wider communities.
- Create a safe, positive, and fun learning environment, inclusive for all.
- Provide football for those who want to be competitive or just want to play with their friends.
- Enhance personal development beyond football.
- Develop understanding of and within the game
- Help build confidence, self-esteem and promote personal development.
- Improve individual performance.
- Promote good discipline, respect, sportsmanship, and fair play.
- Create and maintain stronger links between our local community and our football club, and our wider community and our football club.
- Use football as a vehicle to educate about our values.
- Support volunteering
- Increase participation in football and active recreation.
- Provide wider community usage of the club.
- Support the development of individuals and groups regardless of their race, culture, religion, gender, ability, sexual orientation, ethnicity, or social status.
- To provide a duty of care and protection to all club members

18. STATEMENT OF CONFIDENTIALITY

If any parent/guardian feel that they have an issue which they do not feel it appropriate to discuss with individual team management, they should in the first instance contact the Club Chairperson via email and in the event of no email access then contact must be made with local management and request the phone contact details for the Chairperson.

19. CODES OF CONDUCT

"The Club" recognises the need for high levels of good behaviour from everyone associated with "the Club" both on and off the pitch. "The Club" aspires to be a model of good behaviour not only in football matters but representatives of the wider community of Madeley and surrounding areas.

Any disciplinary complaints from internal or external sources will be fully investigated by the Club "Welfare Officer" and Sub Committee firstly, every attempt will be made to reach a conclusion by negotiation, any "discipline" type fine charged to the Club and found to be unacceptable to our standards officer and subsequent committee members may in turn be passed on to the individual responsible for breaking our Clubs code of conduct. "The Club" is committed to providing a safe and enjoyable environment for all its members and opponents alike.

Adherence to the Codes of Conduct is a prerequisite of membership of "the Club" and any breach of these Codes will not be tolerated and could lead to expulsion from "the Club". It is important as we progress as a Club that we are perceived as an attractive Club to potential future players and members.



Club Code of Conduct for Parents/Guardians/Carers

You are the most important people in your child's life. Therefore, the relationship that you have with coaches and other members at Madeley White Star FC is central to the vision that the club holds. Working together, with the interests of the young children at heart is only going to make their experience richer and more fulfilling.

Players are the most important people in the sport. Playing for the team, and for the team to win, is the most fundamental part of the game, **but not winning at any cost**, Fair Play, and respect for all others in the game is equally important.

For age groups U7s to U12s it is essential that either you or a responsible adult are present at both training and matches. For U13s and over it is desirable and valued by the club and the players to have you attend training and matches.

Please offer to help coaches set up and pack away equipment, put up goals at training or for matches - offers to help the coaches with administrative tasks, events or fundraising makes a real difference.

As a parent/guardian, I will

- ensure we are present at least five minutes before the start of training and thirty minutes before the kick-off of a match.
- inform the manager or coach well in advance if we are going to be on holiday, absent or late, for both training sessions and/or matches.
- ensure that my child is appropriately dressed and equipped for the weather and the playing environment, have the correct football boots, football kit, shin pads and that they have a filled water bottle. During hot weather, I will ensure that I apply sunscreen to my child prior to the training session or match.
- if my child requires medication or an inhaler or EpiPen, I understand that I am responsible for ensuring that this is available at all training sessions and matches, and I understand that if this is not available that my child will be unable to participate.
- be courteous and polite at all times towards all players, coaches and managers, referees, officials, and other spectators.
- never become involved in an argument, or dispute, with match officials, players, coaches, club officials or other spectators, and will not use or tolerate offensive, insulting, or abusive language.
- report any injury or illness which your child may have to the team manager or coach as early as possible.
- support the managers and coaches working with my child, in order to encourage a positive experience for ALL parties.
- encourage my child and his teammates from the touchline but will NOT criticise them, or shout instructions
- leave the managing of the side and the tactics to the Manager or his assistants.
- set a good example to my child and his teammates by not criticising or arguing with the referee from the touchline.
- show that you appreciate sportsmanship and good football displayed by either team.
- let the players play, coaches coach, referees ref, and the manager pick the team.
- will contact the Club Welfare Officer if I ever have any concerns about the welfare of any young person associated with Madeley White Star FC.
- **The FA prohibit the publication of results and league tables for teams playing from Under-7s through to Under- 11s therefore please refrain from posting scores, pictures and video messages on social media following matches.**

Parents/Spectators have a great influence on children's enjoyment and success in football. All children play football because they first and foremost love the game – it's fun. It is important to remember that positive encouragement will contribute to:

- Children enjoying football
- A sense of personal achievement
- Self-esteem
- Assist to develop the child's skills and techniques

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

Madeley White Star FC is supporting The FA's Respect and Fair Play initiative to ensure football can be enjoyed in an all-inclusive safe, positive, and fun environment. Remember children's football is a time for them to develop their technical, physical, tactical, and social skills. Winning isn't everything.



FA Respect Code of Conduct for Spectators and Parents/Carers

As a parent/ guardian at all times. 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.

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. I may be:

- Issued with a verbal warning from a Club or league official
- Required to meet with the Club, League, or CFA Welfare Officer
- Required to meet with the Club Committee
- Obligated to undertake an FA Respect Education Course and/or FA Safeguarding 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.

If you are unhappy in any way, please contact your team manager privately, we remind you of our Club Policies and Codes of conduct, when using social media (including, but not limited to Facebook, twitter, Instagram, tik Tok, WhatsApp etc) to make disparaging or defamatory statements about Madeley White Star FC Limited, our Directors, Executive Management Committee, Sub-Committee, Officers, Managers, Coaches, Volunteers, Members and Players or harass, bully or unlawfully discriminate in any way.



Club Code of Conduct for Players

Players are the most important people in the sport. Playing for the team, and for the team to win, is the most fundamental part of the game, BUT not winning at any cost, Fair Play, and respect for all others in the game is equally important.

As a player, I will -

- be well-mannered and polite at all times towards teammates, opponents, coaches and managers, referees, officials, and spectators.
- not swear, use abusive language, spit, or behave badly towards other players, officials, or anyone else.
- display a positive attitude, play to the best of my ability,
- encourage my teammates and enjoy playing football.
- play fairly and honestly at all times; be modest when we win, be dignified when we lose.
- try to be a team player and put the interests of my team before myself.
- accept the instructions of my Manager or Coach.
- after a game, when possible, shake hands with the opposition, whatever the result.
- show respect for the football kit and training equipment I use.
- help my manager/coach set up and clear away training equipment.
- learn and observe the Laws of the Game and will accept the decisions of the officials without protest.
- keep my self-control at all times, show no retaliation, and will avoid all forms of gamesmanship and time-wasting.

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

As a player, you have a big part to play. That's why The FA is asking every player to follow a Respect Code of Conduct.

FA Respect Code of Conduct for Players

When playing football, I will:

- Always play to the best of my ability
- Play fairly – I won't cheat, complain, or waste time.
- Respect my team-mates, the other team, the referee, or my coach/manager.
- Play by the rules, as directed by the referee
- Shake hands with the other team and referee at the end of the game
- Listen and respond to what my coach/team manager tells me
- Talk to someone I trust or the Club welfare officer if I'm unhappy about anything at my Club.

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

- Be required to apologise to my team-mates, the other team, referee, or team manager
- Receive a formal warning from the coach or the Club committee
- Be dropped or substituted
- Be suspended from training
- Be required to leave the Club.

In addition:

- My Club, County FA or The FA may make my parent or carer aware of any infringements of the Code of Conduct
- The FA/County FA could impose a fine and suspension against my Club.

To encourage high standards of discipline and respect, any player who receives 5 or more cautions throughout the season will be issued with a club fine of £10, which will double for each subsequent offence.

Any player who is dismissed from the field of play on 3 or more occasions, will be issued with a club fine of £20, which will double for each subsequent offence.

Club Code of Conduct for Officials, Managers and Coaches

Players are the most important people in the sport. Playing for the team, and for the team to win, is the most fundamental part of the game, BUT not winning at any cost, Fair Play, and respect for all others in the game is equally important.

It is natural that winning constitutes a basic concern for all our coaches. This code is not intended to conflict with that. However, our code calls for you as coaches to disassociate yourself from a 'win at all costs' attitude.

As a Club Official, Manager or Coach I will -

- be courteous and polite at all times towards all players, other coaches and managers, referees, officials, and spectators. Not to use or tolerate inappropriate language.
- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Ensure that the training activities undertaken are appropriate for the age, maturity, experience, and ability of players.
- Undertake an FA Enhanced DBS check every 3 years, or as required.
- Complete the FA Safeguarding Children qualification every 3 years, or as required.
- Team Managers and Assistant Managers/Coaches hold appropriate and valid qualifications required for your role.
- Consider the wellbeing and safety of participants before the development of performance. Child welfare must always be the paramount consideration.
- Show exemplary behaviour by respecting match officials, opposition players, coaches, managers, and spectators.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Endeavour to achieve consistency and fairness in the selection of teams, but NOT to win at any cost.
- Treat all players equally by supporting and motivating all players. Have no favourites.
- Give all players, whatever their ability, the chance to play.
- Encourage good sportsmanship, discourage gamesmanship, always promote the positive aspects of the sport (e.g., fair play) and never condone violations of the Laws of the Game or behaviour contrary to the spirit of the Laws of the Game.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes, or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all players and not over-train them or over play them.
- Accept that striving to win is more important than winning itself, do not adopt a "win at all costs" mentality.
- Always pursue fair play – adhere to the laws and the spirit of the game.
- Be positive, approachable and offer praise to promote the objectives of the club at all times.
- Display high standards, behave responsibly and never engage in or tolerate the use of foul, abusive, insulting, or inappropriate words, behaviour, or gestures.
- Stay behind the line and not enter the field of play without prior permission from the referee.
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures and parents to be informed.
- Never use sanctions that humiliate or harm players.
- Organise activities appropriate to the player's ability level, age, and maturity.
- Respect and listen to the opinions of players.
- Not to post anything inappropriate, or negative on social media which may bring the club into disrepute. Social media includes any digital technology that allows users to instantly generate and share information with another by using a wide variety of websites and apps, including, but not limited to WhatsApp, Snapchat, Facebook, Twitter, Instagram, Tik-Tok etc.
- Refrain from smoking or drinking alcohol during club activities or training sessions.
- Be aware of the FA Safeguarding Policy, Procedures and Practices and observe the responsibilities involved, including the FA Communication guidelines.
- Not abuse members physically, emotionally, or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible.
- Maintain confidentiality about sensitive information.
- Not spending excessive amounts of time alone with children unless there are exceptional circumstances.
- Not administering First Aid involving the removing of children's clothing unless in the presence of others.



We all have a responsibility to promote high standards of behaviour in the game. Play your part and follow the Respect Code of Conduct.

FA Respect Code of Conduct for Managers and Coaches

On and off the field, I will:

- Always show respect to everyone involved in the game.
- Stick to the rules and celebrate the spirit of the game.
- Encourage fair play and high standards of behaviour.
- Always respect the Referee and encourage players to do the same.
- Never enter the field of play without the referee's permission
- Never engage in, or tolerate offensive, insulting, or abusive behaviour
- Be aware of the potential impact of bad language on others.
- Be gracious in victory and defeat.
- Respect the facilities home and away.

When working with players, I will:

- Place the well-being, safety, and enjoyment of each player above everything.
- Never tolerate any form of bullying
- Ensure all activities are suited for the players' ability and age.
- Work with others (e.g., officials, doctors, welfare officers, physiotherapists) for each player's best interests

I understand that if I do not follow the Code, I may be:

- Required to meet with the Club or league Welfare officer or your CFA Designated Safeguarding Officer (DSO).
- Suspended by the Club from attending matches.
- Suspended or fined by the County FA
- Required to leave, lose my position and/or have my license withdrawn



Madeley White Star FC Club Code of Conduct

Football, at all levels, is a vital part of a community. Madeley White Star FC will consider community feeling when making decisions.

Football is the national game. All those involved with the game at every level and whether as a player, match official, owner, or administrator, have a responsibility, above and beyond compliance with the law, to act according to the highest standards of integrity, and to ensure that the reputation of the game is and remains high. This code applies to all those involved in football under the auspices of the Football Association.

Community

Football at all levels is a vital part of a community. Football will take into account community feelings when making decisions.

Equality

Football is opposed to discrimination of any form and will promote measures to prevent it in whatever form from being expressed.

Participants

Football recognises the sense of ownership felt by those who participate at all levels of the game. This includes those who play, those who coach or help in any way and those who officiate, as well as administrators and supporters. Football is committed to appropriate consultation.

Young People

Football acknowledges the extent of its influence over young people and pledges to set a positive example.

Propriety

Football acknowledges that public confidence demands the highest standards of financial and administrative behaviour with the game and will not tolerate corruption or improper practices.

Trust and Respect

Football will uphold a relationship of trust and respect between all involved in the game whether they are individuals, clubs, or other organisations.

Violence

Football rejects the use of violence of any nature by anyone involved in the game.

Fairness

Football is committed to fairness in its dealings with all involved in the game.

Integrity and Fair Play

Football is committed to the principle of playing to win consistent with Fair Play

20. CONCLUSION

This Constitution sets out exactly what "the Club" expects from its members, what the members can expect from "the Club", and enables "the Club" to continue to achieve our England Football Accreditation award, something we should all be proud of.

Additionally, the Secretary will review the Constitution on a periodic basis, and should any amendments be required, these will be submitted together with the AGM calling notice, to enable the proposals to be voted upon.

Madeley White Star FC Limited is committed to provide a sustainable, safe, positive, all-inclusive and fun environment for everyone to enjoy and participate in Association football and arrange social activities for our members irrespective of their sex, age, income, disability, ethnicity (including nationality and race), gender re-assignment, sexual orientation, religion and belief, pregnancy and maternity, marriage and civil partnership status. We believe that opportunities for all is a basic human right, and actively oppose all forms of unlawful and unfair discrimination.

We will not tolerate harassment, bullying, abuse, discrimination, or victimisation of any individual/s, and if the club are aware that such behaviour takes place, we will ensure that such behaviour is met with the appropriate action and sanction in whatever context it occurs and will inform the County FA.