



# **Club Information Pack 2019-20 Season**

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## 1. Club Introduction and Committee Details

AFC OLDHAM are members of Manchester FA and are affiliated to several amateur football leagues throughout the Greater Manchester / Cheshire area.

We regularly welcome new players and committee members, and anyone wishing to join the club should contact the club for more information via the club website – [www.afcoldham.co.uk](http://www.afcoldham.co.uk) or on our club social media pages (Facebook/Twitter/Instagram - **@AFCOldham.**)

AFC OLDHAM currently has an Academy (6-10 year olds), an Under 16's, a Ladies Team and an Open Age Section comprising of three Saturday teams and one Sunday team and each team has a Manager/Coach who has completed at least their LEVEL 1 coaching badge. And also a qualified First Aider.

Details below are the names and positions for the AFC OLDHAM Executive Committee.

Chairperson	PETER BIRD
Treasurer	TERESA SMITH
Secretary	JIMMY SMITH
Junior Secretary	MARK JACKSON
Club Welfare Officer	JIMMY SMITH
Club Development Officer	ANDY ROWLANDSON
Social Media Officers	ROSS ELLIOTT ANDY STEEL

Below is a list of ALL TEAMS registered with AFC OLDHAM and the names of their respective managers / assistant managers

1 <sup>st</sup> Team	ROSS ELLIOTT / ANDY STEEL
2 <sup>nd</sup> Team	MATT HART
3 <sup>rd</sup> Team	JIMMY SMITH
4 <sup>th</sup> Team	MARK JACKSON
Ladies Team	ANDY STEEL
Under 16's	BRENDEN JOHNS
Academy	WARREN GOODING

## **2. Constitution / Club Rules / Club Purpose and Aims**

### ***Constitution***

The Club shall be called AFC OLDHAM. An executive committee, consisting of the Chairperson, Vice-Chairperson, Treasurer, Secretaries, Club Welfare Officer and Club Development Officers, shall govern all financial matters relating to the club.

A management committee consisting of the executive committee together with a representative from each team shall govern the day to day running of the club.

The management committee shall be elected annually. All elections shall take place at the Annual General Meeting.

Team Managers shall be accountable to the Management Committee.

The Club shall have a bank account in its own name, the treasurer as appointed shall keep proper books and accounts as are required to produce to the Annual General Meeting.

The club shall have the status of an affiliated member club of the Football Association by virtue of its affiliation to the rules and regulations of the Football Association Limited and Parent County. Association and any League or competition to which the club is affiliated for the time being shall be deemed to be incorporated into the club rules.

### ***Club Purpose and Aims***

The purpose of AFC OLDHAM is to provide an environment and facilities that will promote the playing and appreciation of association football both on and off the field for juniors, youths and adults alike.

AFC OLDHAM is an established Charter Standard Club. We have strong, well established club sponsors throughout the club for the upcoming seasons and have recently teamed up with Hathershaw College (Ashton Rd) for us to have a base and use their facilities for training and playing.

The aims of AFC OLDHAM Football Club are;

1. To provide well organised, competitive and enjoyable football.
2. To provide challenging and well ordered training.
3. To encourage members, regardless of race, religious or sexual orientation, ethnic origins or any and all minority beliefs and ideals to partake in full and active membership of the club.
4. To recognise and adhere to Club rules.
5. To provide well resourced facilities, equipment and financial planning.

### **3. Meetings**

The Annual General Meeting (AGM) shall be held each year on the date decided by the executive committee.

Notice of the time and date for the AGM shall be posted in such premises by the club from time to time for a period of not less than 14 days prior to the proposed date.

Any proposed alteration to Rules or nominations of officers shall be submitted to the secretary not less than 7 days prior to the AGM.

The secretary on receipt of a written request supported by FIVE fully paid up members of the club, may within 21 days call an Extraordinary General Meeting – Notice of any such meeting shall be posted in the same manner as for an AGM.

All members, registered and fully subscribed at the time of AGM are entitled to vote on nominees, motions and proposals. In the event of voting being equal, the presiding Chairperson shall have a second and casting vote. Each management committee member shall carry only one vote.

The executive committee shall meet monthly at a pre-arranged time, date and venue.

## **4. Registration and Membership**

All playing members shall register with the club and the appropriate Football League.

Registered Members shall agree to:

- Pay all registration and other fees as requested.
- Pay all Match Day subscriptions on a weekly basis.
- Regularly attend training sessions wherever possible.

## **5. Subscriptions and Fines**

A Signing On fee which is decided upon by the committee is payable before the member is allowed to play for the club.

The Match Day subscriptions are decided at the AGM and apply to all members of AFC OLDHAM.

Match Day subscriptions are to be paid to the manager/asst manager or nominee prior to the game.

All individual fines levied by the League or County FA shall be paid in full to the Treasurer within 14 days of receipt or alternatively a contribution made and an arrangement made with the treasurer for the fine to be paid by regular instalments.

Applications for a transfer to and from another club will only be considered in cases where the individual concerned does not owe any monies.

## **6. Training and Playing**

Regular training sessions shall be held whereby all squad members are expected to be regular attendees whenever possible.

Members unable to attend training must inform their Managers prior to the training session whenever possible.

Team selection is solely under the discretion of the Team Manager.

Players shall attend the designated meeting point no later than 1 hour prior to kick off or alternatively at the ground no later than 30 minutes prior to the kick off of the earliest scheduled fixture. Any player experiencing difficulty in getting to the ground in time must telephone their Manager/Assistant to confirm attendance.

Failure to comply with the above or failure to arrive 30 minutes prior to kick off will, subject to the discretion of the selecting manager, result in exclusion from selection for that day.

A player unable to attend a fixture shall inform the Manager preferably 2 days before the match where possible.

Team Managers shall select their squads in good time to allow for away travel.

In the event that any individual or team wishing to leave the club, all monies collected and property that has been bought with club funds must be returned to the club.

A letter of intention to leave the club must be put in writing to the Chairperson.

## **7. Personal Hearings / Disciplinary Action**

Team managers will be available for personal hearings whenever possible; anyone wishing to bring a representative to the hearing may do so.

Following such a hearing between the player, players representative and team manager a Personal Hearing at the next scheduled Committee Meeting may be requested.

In the case of disciplinary action for whatever reason, the committee shall have the power to:

- Demote any player to substitute
- Demote any player to a lower team

- Exclude any player from selection for a given period
- Withhold a players transfer request, suspend or withdraw a players registration
- Request from County FA, the suspension of a player from ALL football activities

The decision of the Committee will be final.

## **8. Code of Conduct for Parents / Spectators**

Parents and Spectators are to attend matches / training sessions with their child and ensure their child's welfare. The club has the appropriate insurance to cover injury during training or match play, but a responsible adult must be with the child.

The parents will be given a consent form which they shall fill in and return to the club with the authorisation to allow/not allow the use of photography of their child and other personal information that will be held privately with the Club Welfare Officer and not shown to anyone outside the Committee.

Parents and Spectators should applaud the opposition as well as our teams. The club WILL NOT tolerate foul / abusive language and any incidents will be reported to the appropriate person and dealt with accordingly.

Parents and Spectators should refrain from coaching / heckling children during a game and not to shout and scream at children in a negative manner.

Parents and Spectators are asked to respect the Referees decision at all times.

Parents and Spectators are asked to give encouragement to everyone, regardless of his or her ability to participate in football

## 9. Respect Charter

REMEMBER WHO YOU ARE, WHAT YOU ARE AND WHO YOU REPRESENT

IT IS MORE IMPORTANT TO BE JUDGED AS A PERSON THAN A PLAYER

THE RESULT IS SECONDARY TO THE MANNER OF YOUR PERFORMANCE

- Set a positive example for others, particularly young players and supporters.
- Promote and develop his/her own team having regard to the interests of the players, supporters and reputation of the national game.
- Avoid all forms of gamesmanship.
- Show due respect to match officials and all others involved in the game, and always have regard for the best interests of the game.
- Never use or tolerate inappropriate language.
- Respect the rights, dignity and worth of all people involved and treat each equally within the context of the sport.
- The well being and safety of each player is paramount, including the development of performance.
- Clarify with players and parents what is expected of them and to accept responsibility for their own behaviour and performance.
- Always promote fair play and never condone violence of the laws of the game, behaviour contrary to the spirit of the laws of the game or relevant rules and regulations or the use of prohibited substances or techniques.
- Always display high standards of behaviour and appearance.
- Give priority to the interests of the team over individual interests and promote ethical principles.



- Show due respect for the interests of the players, coaches and officials, and all other parties involved. Make every effort to develop the sporting, technical and tactical levels of the club using permitted means.
- Show due respect for the interests of supporters and accept the decisions of the match officials without protest at all times.
- Always show due respect towards match officials and never try to mislead them by words or action.
- AFC OLDHAM is committed to eliminate discrimination whether by gender, sexual orientation, race, nationality, ethnic origin, colour, religion or ability and to encourage equal opportunities; this includes all activities and appointments made by the club.
- Any member found guilty of discrimination will be instructed to desist forthwith or the offender will be dealt with by the committee.
- The club recognises that members' schools/work activities and other organised commitments have priority over the football club and no discrimination shall take place regarding their future selection or availability.
- The FA's goalpost safety guidelines must always be adhered to regarding installation, assembly, inspection and maintenance.
- Any concerns regarding to any of the above stipulations must be brought immediately to the attention of the committee.

## **10. Kick Racism out of Football**

AFC OLDHAM will ensure that all officials and players of whatever nationality, colour and creed are accepted equally both on and off the field of play.

Abuse of this policy will be dealt with severely.

## **11. Dissolution**

A resolution to dissolve the club shall only be proposed at a general meeting and shall be carried by a majority of at least  $\frac{3}{4}$  of the members present.

The dissolution shall take effect from the date of the resolution and the members of the club committee shall be responsible for the winding up of assets and liabilities of the club.

Any surplus assets remaining after the discharge of the debts and liabilities of the club shall be transferred to the parent association who shall determine how the assets shall be utilised for the benefit of the game.

Alternatively, such assets may be disposed of in such a manner as the members of the club, with the consent of the parent association shall determine.

## **12. Matters not provided for**

The Management Committee shall have the power to deal with any matter not provided for in these rules as they seem fit.

## **13. Child Protection Policy**

AFC OLDHAM recognises that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from every form of abuse.

To this the club has personnel that have attended the FA Child Protection course to ensure the FA's Child Protection policies are adhered to. The personnel will have a working knowledge of Child Protection or will undertake any training deemed necessary.

The personnel will also provide club officials, managers and volunteers with child protection literature as deemed necessary and will be able to discuss any concerns that may arise.

The personnel will maintain confidentiality on a strictly need to know basis and store any relevant information within a safe and secure location.

The personnel will immediately contact the police, social services, the NSPCC, Child Protection Officer and the FA Protection Administrator of any possible abuse occurring within the club.

The club will ensure to best of its ability that no person who has committed an offence under any one or more of the offences contained in Schedule 1 of the Children and Young Persons Act 1933, and any other criminal offence which reasonably causes the club to believe that the person poses a risk or harm to a child or young person.

The club recognises the five main forms of abuse are:

- PHYSICAL
- EMOTIONAL
- SEXUAL
- NEGLECT
- BULLYING

And that all children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual identity.

THE CLUB WILL TAKE ALL SUSPICIOUS AND ALLEGATIONS OF ABUSE SERIOUSLY AND WILL RESPOND SWIFTLY AND APPROPRIATELY