

Rock Sports Youth Football Club



**MEMBERSHIP PACK
YOUTH TEAMS
2025 to 2026**

ROCK SPORTS YOUTH FOOTBALL CLUB

Membership Pack

Dear Parent / Guardian,

Rock Sports Youth FC is a rural club run entirely by parents and other unpaid volunteers. Of prime importance to the club is the welfare, safety and enjoyment of all our young members. The Club has therefore adopted Football Association codes of practice and in particular the FA Safeguarding Children Policy and Procedures.

This membership pack includes coverage of several principal policies that you, as the primary parent or guardian need to have read and understood. You will also be required to brief your child or allow them to read the pack, so that they understand the principal policies too. You, the parent / guardian and the player will be required to confirm you understand and will follow the club policies via the electronic form (registration form).

How to Complete Player Registration

1. Please read through the Club Information Sheet included in this pack – this contains important information i.e. contact details for club officials, caring for your child when playing football, FA Child Protection Policies, attending football sessions and the insurance cover provided.
2. Complete the electronic registration form that has been sent to the primary parent / guardian email address. It will ask you to provide essential information for the Club and for you and the player to confirm their understanding of the club policies. This will include:
 - Membership Registration Details
 - Emergency Contact Details
 - Medical Details
 - Photography Consent
 - Confirm Understanding of Code of Conduct for Players
 - Confirm you will follow the Code of Conduct for Parent / Guardian
 - Awareness of the Club Disciplinary Process
 - Awareness of the Club Complaints Procedure
 - FA Safeguarding Children Policy and Procedures
 - Social Media / Facebook Policy
3. Please keep the following documents for your own reference:
 - Club Information Sheet
 - Equal Opportunities Policy
 - Ten Golden Rules (FA Guidance on use of photos/recorded images)
 - Code of Conduct for Players
 - Code of Conduct for Parents/Guardians
 - Club Disciplinary Process
 - Club Complaints Procedure

The Club policies are available on the club website www.rocksportsfc.co.uk

4. The Club will register the player with the appropriate team(s) / league(s) using the player FAN account. The parent / guardian will need to provide any additional information such as up-to-date photos, addresses and contact numbers when required by the Club There will be occasions where ID will be required during the registration process. This usually is an electronic copy of the ID,

however there will be occasions where paper copies of birth certificates or passports may be required. All data will be held securely whilst the league checks are conducted, according to GDPR guidelines. Electronic records of ID will be destroyed once checks are completed.

5. Please arrange payment of the annual club membership fee for all players:

If you the parent / guardian experience any financial issues, including where you might need some additional time to pay the fees, discuss immediately with the team manager. The team manager will raise with the Club treasurer and providing the application is made in a reasonable and timely manner a revised, tailored payment plan can be agreed. If this revised payment plan is not adhered to, the player could be suspended from both training and matches until the payment is made. The clear message from the club is to discuss any financial issues immediately with the relevant Club official(s), we will do everything available to us to support, we want our players playing football.

Rock Sports Youth FC is a nonprofit organisation and all monies go towards the upkeep of the club, pitches (including training venues), insurance and league fees. None of the managers, coaches or committee members take any payment from the club, all these people are volunteers who give their own time to help run this football club.

Therefore, Rock Sports Youth FC are solely reliant on the player fees to keep the club running. Hence we need to ensure the money coming in matches the money going out. Any surplus in the annual fee's will be put towards longer-term projects such as improving the pitches and facilities at the Far Forest Showground. We feel our fees are reasonable and justified when compared to other local clubs and organisations, however, if you do have any questions – we are always happy to answer them.

Cheques are payable to "Rock Sports Youth Football Club". For BACS payments, please add the players name and age group as the reference, eg "John Doe U18s". Details are 40-10-13, 61352873. If you need to have a cash option for payment, please discuss with your team manager.

Thank you for your continuing help and support. We look forward to sharing an exciting, enjoyable and successful season with you.

CLUB INFORMATION SHEET

Committee Contacts

Job Role	Contact Name	Email Address
Club Chair	Richard Johnson	Richard.johnson@rocksportsfc.co.uk
Club Vice Chair	Paul Haywood	Paul.haywood@rocksportsfc.co.uk
Club Secretary	Katie George	Secretary@rocksportsfc.co.uk
Club Treasurer	Claire Green	Treasurer@rocksportsfc.co.uk
Child Welfare Officer	Jon Milnes	Welfare@rocksportsfc.co.uk
Adult Welfare Officer	Damian Scully	

Team Contacts

Job Role	Main Contact Name	Email Address
Under 16s Rangers	Jon	info@rocksportsfc.co.uk
Under 16s Rovers	Damian	
Under 14s Rock Sport	Lee	
Under 13s Rock Sport	Steve	
Under 12s Rock Sport	Marcus	
Under 11s Rockets	Richard	
Under 10s Rockets	Paul	
Under 10s Blue	Claire	
Under 9 Rovers	Richard	
Under 9 Rockets	Gav	
Under 8 Rock Sports	Andy	
Under 7 Rock Stars	Scott	

Team Coaches and Managers

As FA rules dictate, all our coaches and managers have completed the necessary DBS check and child safeguarding courses. In addition to this all coaches have been first aid trained.

Some coaches / managers have completed FA accredited coaching badges, to further enhance and improve the child's footballing ability. The club will look to have at least one coach in each team with a formal coaching qualification.

Anti-Discrimination and Equal Opportunities

Football belongs to, and should be enjoyed by, everyone equally. Rock Sports Youth FC is committed to a policy of equal treatment of all members and requires everyone involved with the Club to abide by this general principle. The Club will not tolerate sexual, racially based harassment or other discriminatory behavior, whether physical or verbal. The Club will work to ensure that such behavior is met with appropriate disciplinary action in whatever context it occurs, including where necessary, formal proceedings with the relevant authority.

Abuse & Violence

Rock Sports Youth FC is an organisation that does not tolerate abuse or violence in any form. This includes the referees, players, coaching staff, supporters and club officials. The club understands football can be at times frustrating, competitive and emotional. It's up to us parents and officials to set the example of respect and calmness in these difficult and/or emotional moments. If you witness or experience any abuse or violence, we ask firstly you do what you can to diffuse the situation, without putting yourself or others at risk of harm or injury and report the incident immediately. The team manager or welfare officer should be the first person you contact should you witness an issue, unless the situation requires immediate police involvement (severe threatening and/or violent behavior).

The Club will take a strong and dim view against abuse and/or violence, football must be fun and enjoyable for all who participate. The Club will not hesitate to act against those involved, including reporting incidents to authorities or expulsion from the Club. Further information can be found in Club Code of Conduct.

If you feel an issue relating to this section has not been dealt with by the Club fairly or properly, a complaints procedure is also contained in this pack.

Child Welfare Officer

We do all we can to ensure a safe and enjoyable atmosphere during all our activities, but if you or your child have any concerns or become aware of any bullying, abuse or harassment, or any child safety issues, please report it to us as soon as possible so that we can take appropriate action.

Your first point of contact for all such issues is Jon Milnes our Child Welfare Officer. The contact methods, relating to a child welfare issue is detailed below.

Jon Milnes	welfare@rocksportsfc.co.uk
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A complaints procedure, relating to any welfare issues is also contained in this pack.

Insurance Cover

As part of our affiliation to the Worcestershire FA, the Club has public liability insurance of up to £5 million. This cover insures the Club against liability to third parties arising out of all football related activities. A copy of this document is available on the Club website.

For each youth team, the Club have taken out the platinum level insurance (highest available from the league) relating to any personal accidents or injuries received whilst playing football. There are exceptions to this policy and we encourage the parent / guardian to familiarise themselves with both the policy and claims process. A copy of the policy can be found on the Club website.

Any parents who wish to take out additional insurance cover for their own children against training/playing related injuries can obtain details of an FA-approved company from the Club secretary.

If a player needs to claim using the personal accident cover, the Club Secretary should be informed.

Clothing

In the interests of safety, we ask that all players wear suitable clothing for playing football. Please remove any watches and jewellery, prior to commencing activity and store in a safe / secure location, the Club are not responsible for the safe storage of these items. To avoid injury long socks and shin-pads are a must and where appropriate studded or bladed boots should be worn. In dry conditions, please consider the use of trainers or astro boots.

The Club will provide match jerseys, and kit as part of the membership fee. If these become damaged or lost, please raise with your team manager / coach. The parent / guardian may be expected to cover costs for any additional items required.

In hot weather please ensure children bring a cold drink, wear sunscreen and where appropriate a hat. In cold/wet conditions a waterproof top, warm tracksuit, hat and gloves are a good idea. Please put your child's name on all kit and equipment to avoid mix-ups. The team manager / coach is not responsible for ensuring the player is properly dressed for the occasion.

Used and outgrown kit can be advertised for sale or swap within the club, discuss with the team manager / coach how best to do this.

Fixtures & Player Availability

The parent / guardian will need to indicate the child's availability for the match using the local arrangements detailed by the manager or coach, apps such as Spond / WhatsApp maybe needed to indicate weekly availability. The manager or coach must provide sufficient notice of the fixture, location and time to the parent / guardian, this should be at least 5 days before the fixture is played. In practice, fixtures are likely to be provided many weeks in advance to allow planning of player movements. At the minimum, the parent / guardian should indicate their child's availability 48 hours prior to any fixture. The Club advises the parent / guardian to expect some changes to fixtures over a season, that might need 'last minute' changes to plans (venue, timings etc).

Pitches are at a premium at the home venue, Far Forest Showground. Fixtures may be subject to earlier or later starts to ensure we can fit everyone in. The Club will do everything to keep fixtures KO times as regular as possible.

If a player subsequently cannot attend the match, the parent / guardian must give as much notice as possible, by informing the manager or coach of the issue. If absenteeism, where the player is not giving sufficient notice of their absence becomes a regular issue, especially if the team are not able to fulfil the fixture, the Club will want to discuss the issues with the parent / guardian, to ensure the team are not impacted by this issue.

Bad Weather / Poor Pitches

There will be occasions where the weather will impact our ability to fulfil fixtures. This could involve last-minute changes of plan and/or moving venues to accommodate the fixture. The managers / coaches will do all they can to inform parents / guardians of the changes – but the Club can't guarantee that you would avoid a wasted journey. The managers / coaches / referee decision is final, and no appeal by the parent / guardian or player will be relevant.

Equally if the parent / guardian is concerned with the playing conditions, where the match looks likely to go ahead, the parent / guardian is encouraged to respectfully discuss with the coach / manager before the match starts, the parent / guardian must not confront the match official(s). The coach / manager can then raise these concerns with the match official(s) on the day, to consider the issue raised. After this process is completed, if a decision has been taken to continue to play, we ask the parent / guardian / player to respect this decision.

If the parent / guardian does not agree with the decision on the day – they can remove their child / sibling from the match.

Injuries & Concussion

We request all players to follow professional medical advice relating to their injury / concussion and subsequent rehabilitation period. Please inform the coach / manager of any medical complaint, that may require any specific player management and/or that would impact their match day availability. It is for the player and/or parent / guardian to manage any recovery from injury, it is not the Clubs responsibility to provide medical assistance, advice or care, other than first aid at point of injury.

DO NOT ATTEMPT TO PLAY IF INJURED / RECOVERING FROM CONCUSSION. FOLLOW PROFESSIONAL MEDICAL ADVICE.

If a player is injured on match day, all our coaches and managers are first aid trained and will offer this immediate support. We ask the parent / guardian to allow the coach / manager to initially assess the player, before indicating the next steps, ensuring player safety as the number one priority.

Training

Outdoor training normally takes place at Callow Hill, Far Forest Sports Ground but during the winter months training will move to alternative all weather pitches. The team managers and/or coaches will update you when needed, with the necessary information. The club and teams will do everything to ensure player participation, but we may not be able to suit all individual situations.

All age groups will play league and friendly matches at Callow Hill Sports Ground (Unless otherwise advised).

Directions to away venues will be provided when fixtures are known. Shared lifts can be arranged but please give your child's team coaches prior notice if this is required.

Dropping-off & Collecting Children

Please ensure that you drop-off and collect your child at the given times and tell the manager/coach if someone else, (e.g. grandparent, friend) will be collecting your child. Coaches, managers or club officials cannot be responsible for children left waiting at home / away grounds or for children who walk home.

If your child is under 10, please remain with them or ask another parent to care for them if you need to leave. Coaches, managers or club officials cannot leave the group if a child needs attention, e.g. toileting.

Subs & Match Fees

There are no subs or match fee's needed as all of these are covered by the annual fee paid. We encourage individual teams to have methods of raising funds on match days such as raffles or donations.

These donations can go towards local team events and/or equipment.

Fines

Please note the parent / guardian is liable for any 'on the pitch fines' that your child incurs and fines must be paid within 14 days of notice.

Failure to pay any fine, could result in disciplinary proceedings.

The league has clear appeal policies, these can be accessed via the Club Secretary, if an appeal is successful the parent / guardian will be refunded in full.

Getting Involved

The club welcomes any help parents / relatives / friends can offer. Seemingly minor chores such as selling raffle tickets, putting out / tidying away training equipment, helps lighten the workload of coaches and committee members.

The club is always keen to hear from anyone who wishes to get involved with coaching and can help interested individuals gain FA coaching certificates and other useful courses.

Sponsorship

The club is actively seeking companies or small businesses that wish to support the club or team. This could include logo's on shirts, displays on match days, club leaflets and visibility on the new website.

If you are able to help us in any way, please contact either your team manager or a club official to discuss the opportunity further.

Privacy Notice

Rock Sports Youth FC are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Rock Sports Youth FC is the data controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

Do not pass on the personal details of club officials or team officials without their prior consent.

Useful Websites

www.rocksportsfc.co.uk - Club website

www.worcestershirefa.com - Worcestershire FA Website

<http://full-time.thefa.com> - FA Fulltime website

<https://players.thefa.com> - FA Player Portal

