



# Player and Supporter Welcome Pack

Season 2022/23



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# Welcome to Thornhill AFC / Thornhill Roses

Dear Supporters and Players,

We would like to take this opportunity to welcome you as players to Thornhill AFC / Thornhill Roses football club, whether you are a new member or existing member. We hope that you will enjoy your football and make many new friends during your time with us. All the club officials, managers and coaches are volunteers. They work hard for, and with, each other to give your children the best possible start and experiences. Without our volunteers, the club simply wouldn't run.

## **Who We Are**

Thornhill Roses was founded in 2020 and Thornhill AFC in 2021 to provide opportunities for local boys and girls to access football coaching, organised football matches and other occasional leisure activities in a safe and supportive environment. Our aim is to develop their individual and team football skills, and to develop their self-awareness, confidence, and general social skills.

## **Our Role in the Community**

As the only junior football club in the immediate area, Thornhill AFC / Thornhill Roses provide quality experiences for healthy exercise and social skill building for local boys and girls as part of a community. We are also proud that we involve a varied network of sporting clubs within the area and always look to support each other via fundraising events.

We hope that you enjoy your time with our club and look forward to sharing the coming season with you.

Kind regards,

Caroline Allsop (Thornhill AFC Chairman) and Chris Childe (Thornhill Roses Chairman)

# Thornhill AFC / Thornhill Roses Committee

Your Committee consists of willing volunteers who are prepared to attend meetings and help with the general running of the Club, along with organising social events and fundraising.

All our team coaches and committee members are approachable and obtainable, so we welcome you to raise any requests or ideas you'd like to have discussed in our meetings.

Running a club involves plenty of work behind the scenes. If you would like to be involved with the management of the club, please contact us as we are always looking for new and refreshing ways to keep the club moving in an upward direction.

## Thornhill AFC

Chairman	Caroline Allsop
Vice Chairman	Katie Heseltine
Secretary	Caroline Allsop
Assistant Secretary	Lindsay Brown
Treasurer	Katie Heseltine
Welfare Officers	Caroline Allsop Sarah White Katie Heseltine Sally Roper
Fundraising Secretary	Katie Heseltine
Charter Standard Co-ord	Caroline Allsop Sarah White
Covid Officer	Chris Childe
Thornhill Roses Liaison	Michelle Turner

## Thornhill Roses

Chairman	Chris Childe
Secretary	Chris Childe
Treasurer	Michelle Turner
Welfare Officer	Gemma Childe

Email - Thornhill AFC: [thehillafc@gmail.com](mailto:thehillafc@gmail.com)

- Thornhill Roses: [thornhillrosesafc@gmail.com](mailto:thornhillrosesafc@gmail.com)

# Our Commitment

## Our Club Philosophy

- To give the interests of each child equal value irrespective of their football skills
- To promote self-esteem, confidence and the development of social skills including loyalty, unselfishness and consideration for others
- To provide a safe, fun environment for all players

## Communicating With You

We will use the following ways to give you updates about our club:

- Our Thornhill AFC and Thornhill Roses Facebook pages and our website <https://thehilljuniors.co.uk>
- Your manager may send information or links via a private team social media, or we may ask managers to ask you to contact us.





# Safeguarding and Child Welfare

“Safeguarding is everyone’s responsibility, if you are worried about a child it is important that you report your concerns – no action is not an option”.

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As part of our commitment to keeping young people safe, we are proud to be an FA Charter Standard Club.

All football clubs must have a designated welfare officer who is responsible for safeguarding within the club.

Our Club Designated Welfare Officers are Caroline Allsop, Katie Heseltine, Sarah White, Sally Roper and Gemma Childe.

If you have any concerns about poor practice or behaviour, or concerns for a child, please contact them by email at [thehillafc@gmail.com](mailto:thehillafc@gmail.com) (boys) [welfare@thehilljuniors.co.uk](mailto:welfare@thehilljuniors.co.uk) (girls) or via the relevant Facebook page.

Concerned that a child is in immediate danger?  
**Call the Police on 999 or the NSPCC Helpline  
via 0808 800 5000**

## Other Sources of Support

- Childline 0800 1111
- NSPCC 0808 800 5000
- The Child Protection in Sport Unit
- Safeguarding at West Riding FA
- The FA Safeguarding Documentation
- [Kirklees.gov.uk](http://Kirklees.gov.uk)

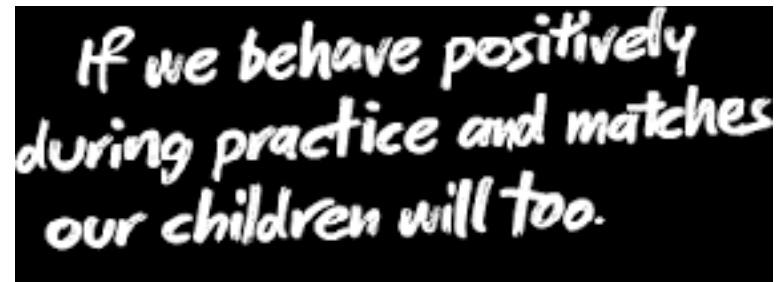


# Respect Code of Conduct – PARENTS / SPECTATORS

By setting a good example, we'll help build a supportive environment in which everyone can enjoy themselves.

## Play your part and support the FA's Code of Respect:

- Have fun; it's what we're here for!
- Celebrate effort and good play from both sides
- Always respect the Referee and coaches, and encourage players to do the same
- Stay behind the touchline and with the Designated Spectators' Area
- When players make mistakes, offer them encouragements to try again next time
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour



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

- Issued with a verbal warning or asked to leave
- Required to meet with the club committee, league or CFA Welfare Officer
- Obligated to undertake an FA education course
- Requested not to attend future games, be suspended or have my membership removed
- Required to leave the club along with any dependents and/or issued a fine

# Respect Code of Conduct – PLAYERS

**Play your part and support the FA's Code of Respect:**

**When playing football, I will:**

- Always play my best for the benefit of the team
- Play fairly and friendly
- Play by the rules and respect the Referee
- Shake hands with the other team – win or lose
- Listen carefully to what the coach tells me
- Understand that the coach has to do what's best for the team
- Talk to someone I trust or the Club Welfare Officer if I'm unhappy about anything at my club
- Encourage my teammates
- Respect the facilities, home & away



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

- Be asked to apologise to whoever I've upset
- Receive a formal warning
- Be dropped, substituted or suspended from training or matches



# Respect Code of Conduct – Coaches, Team Managers and Club Officials

Use your position to set a positive example for the people you are responsible for and lead a better game for everyone. Play your part and support the FA's Code of Respect:

## 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
- 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 committee, league or CFA Welfare Officer
- Suspended by the club from attending matches
- Suspended or fined by the County FA
- Required to leave, lose my position and/or have my membership withdrawn

#WeonlydoPositive



# Protecting Your Data



We take your personal privacy very seriously. We have to collect some information about you and/or your child for us to be able to administer your membership. Below is a summary of how we store and use your data.

## **Membership Form**

- Membership forms are held securely and deleted/destroyed once a player leaves or at the end of the season. Access to the data is limited to the Club Secretary and Treasurer.
- The details are used on the FA's Whole Game System (WGS) to search for and register players with the FA and leagues. Each player will have a unique FAN (FA number) on WGS.
- The Club Secretary will hold a list of players names and emergency contact details for club administration only. This is held securely.
- The Club Secretary may share limited details with a league, the FA, the Club Welfare Officer or a team manager.
- Leagues may publish the names of registered players on the FA's Full Time system.

## **Player Photos**

- Player photos are uploaded onto WGS.
- Team managers will download a squad sheet containing these photos and player names which they must not share. This sheet must be shown to the referee and opposition manager at a match in accordance with FA rules.

# Protecting Your Data



## **Player Identification**

- We ask for a form of identification, e.g. a birth certificate or passport, so that a player's age can be verified when you register with us. This is an FA rule, and clubs can be disciplined if this procedure is not followed.
- Once a date of birth has been verified and checked against WGS, the identification will be deleted from the database, however a league may request to see this at a later date.

## **Parent Contact**

- We will keep your contact details so that we can contact you. These are not shared outside the club except when liaising with NHS Test and Trace.

## **Whole Game System (WGS)**

- The Club Secretary has access to the full details held on WGS.

## **Player Emails – Season 2021/22**

- The FA will be making it mandatory for an email address to be included on a player's profile on WGS from the 2021/22 season. For a player under the age of 16 years, this must be a parent email.
- Once a player is registered on WGS, the parent will receive an email from the FA to register the parent on WGS and establish the link between parent and child (if not already linked). A further email from the FA will be sent to gain consent to register the player with a league.

# Paying Subs

- The club has set subs at £90 per registered player for the 2022/23 season. This works out at less than £2 per week during the playing season and training.
- We do not ask for the whole amount up front. This can be split into 2 instalments of £45.
- Subs are to be paid fully by the 14th of September 2022. Or 2 months after signing on if a player joined part way through the season.
- Subs should be paid by bank transfer into the relevant sections bank account (boys or girls). Please try to avoid using cash.
- Sibling discount is applicable across both sections. 1st Child: £90, each additional sibling: £70.
- Any additional funds raised by the team, e.g. selling refreshments or individual fundraising, can be kept by the team for any additional extras such as Xmas parties, outings, additional equipment etc.
- Thornhill Cricket and Bowling Club requires each child and at least 1 parent to be a member of the club. Child membership: £11 & Adult Social: £6. This can be paid directly to the club or with your relevant football section.

## What Do Subs Pay For?

*Everything the coaches/managers need to run their team:*

- All qualifications including DBS checks, Safeguarding training, Emergency First Aid and FA coaching qualifications.
- Basic equipment.
- Safe facilities for all matches and training sessions. Including indoor/all weather pitch winter training (if required)

*Fees for each team playing in a league, including:*

- Team and Club FA affiliation
  - Public Liability insurance
  - Personal accident insurance
  - League and Cup entry
  - Player registrations
  - Referees
  - Additional kits to the ones provided by sponsors
- Tournament entry fees.
  - End of season trophies for every player.

## What Do Subs NOT Pay For?

- Match kits – these are kindly funded by sponsors
- Our time! All club officials, managers and coaches are volunteers.

# Training

- We are lucky have our own grass pitches, and we don't rely on hiring facilities for matches or summer training.
- Your manager will arrange at least one training session per week and will let you know the day, time and venue. We try to keep this the same for the season.
- Winter training usually takes place from October to March. This can be indoors or on all weather pitches if our own facilities cannot accommodate the footfall due to weather etc. The exact date will depend on the venue.
- Summer training will typically be on grass pitches.
- It is the manager's decision when to have holiday breaks. Most of our managers run some sessions during the school holidays.





# League Matches

The season usually starts in the first weekend of the school term in September and finishes in May. All teams will play home and away matches set by the leagues and fixtures are published on the FA's Full Time website and on the FA's Matchday app.

Our boys/mixed teams play in the Huddersfield Junior Macron League.

- Matches are played on Sundays.

Our girls teams play in the West Riding Girls Football League.

- Matches are played on Saturdays.

Cup or trophy competitions are organised by the respective league.

Managers may organise friendlies with other teams when there are no league matches.





# Thornhill AFC and Thornhill Roses Kit

- We don't expect our players to pay for match kits, however we do ask that kits are looked after and returned when a player leaves or if the team outgrow them.
- We are all responsible for obtaining sponsors to pay for new kits. This can be a difficult job at times, so if you or you know someone willing to sponsor a kit then please let your manager know.



Thornhill AFC & Thornhill Roses

# Get Involved!

## There's more than one way to support your footballer:

- Become a coach/manager - most of our coaches started out as parents or grandparents watching from the side-lines.
- Become a parent helper or parent representative for your team.
- Fund raise for your team - sell refreshments or do sponsored events.
- Sponsor a kit - your company logo will be printed on the shirts and displayed on our promotional materials and social media.
- Help us organise and put on events, such as our club tournament or end of season presentation.



Without our fantastic army of volunteers, we simply could not do what we do for our young people.

Helping is a great way to get to know people and contribute to the Club's development.

Get involved—you'll gain more than you give, we promise! If you can help in any way, do talk to your manager or a member of the committee!

# Leaving the Club

Despite our best efforts, the environment we create does not suit each and every player resulting in the player leaving the club. This might be the decision of the player, the parent, the manager or the club committee.

**If you are leaving the club please remember to:**

- Tell the manager as you will need permission from us to try out another club whilst the player is still registered with a league.
- Ensure your subs are up to date and any sponsored kit is returned. A transfer to another club may be delayed if you do not do this.

Note that it is against FA rules for players to be deregistered from a club if the player intends on transferring to a new club in the same season.

On rare occasions, a parent may not be happy with a manager's decision. If this is the case, the parent should try to resolve any issues with the manager first. If the issue is not resolved, or if communication between the parent and manager breaks down, the parent should contact our Welfare Officer in the first instance. The Welfare Officer will assess whether there has been a breach of the Code of Conduct and take appropriate action.

# Complaints Procedure

## **Outline of Action relating to Poor Practice and Misconduct**

Where parents/carers, spectators, players, coaches or club officials are seen to have possibly acted inappropriately and a complaint is made, Thornhill AFC will follow a clear process.

Our complaints procedure and policy is available, in full, on our website <https://thehilljuniors.co.uk>

If you wish to make a formal complaint please email [complaints\\_thehill@aol.com](mailto:complaints_thehill@aol.com)  
Please include as much information as possible.