

# St Neots Town FC Academy signing on pack



Dear Player and Parent

Congratulations on your offer into the St Neots Town FC 'Academy Programme'.

We are delighted that you will be a part of our Academy for next season and will work with you to best support your development as a player and person moving forward.

If you are committed to other sport activities / development centres this can still be managed unless they are detrimental to your motivation with us.

Every effort will be made by the club to help any player looking to find a compromise that supports their individual needs.

Please remember by completing this form you are agreeing to represent St Neots Town FC at all times. Your conduct must be to the highest standards on and off the pitch, with manners, professionalism and punctuality of the upmost importance. We have excellent relationships with many schools and this will be used as a support mechanism for players and parents if needed. This year we have introduced a new and comprehensive Coaches pack which will enable myself and the club to better understand the needs of the players, the coaches and of course the Parents/Guardians. The coaches pack is a very important addition to the academy as it will enable a consistent and balance approach to coaching your child. It will also allow myself and our lead Foundation and Development coaches to monitor and record all progression including those of our age group coaching staff.

We have also introduced a Covid-19 safe pack which will remain as the foundation of all our coaching for the foreseeable future.

Regular news letters will continue so that we can remain up to date with all information and show our on going intent to remain transparent in our efforts to make St Neots Town FC Academy the best environment for young footballers.

Many thanks, Iain Parr - Director of Football/Academy Manager



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## Players Code of Conduct

1. I will respect my fellow squad members and team coaches.
2. I will respect the laws of the game and be prepared to play to win, but fairly and with a good sporting attitude.
3. I will attend all coaching sessions throughout the season unless I otherwise inform my coach at the previous session or by phone.
4. I will attend training sessions and matches on time. If I am going to be late for any session or game I will inform my coach as early as possible.
5. I will conduct myself in a professional manner at all times both on and off the pitch.
6. I will introduce myself by shaking hands with my coach on arrival at training and game days.
7. I will inform my coach of who will be collecting me at the end of each session or game day.
8. I will wear either St Neots Town FC or neutral (trialists only) clothing for all coaching sessions.
9. I will prepare my own equipment prior to each coaching session or game.
10. I will clean and polish my own boots prior to each coaching session or game.
11. I understand shin pads and appropriate footwear must be worn for safety. I will not be allowed to wear a watch or jewellery during a match or training.
12. My clothing and belongings are my responsibility, even when left in changing rooms. My team coach or a parent may look after my valuables but they should not be held responsible for them. The club advises that valuables are left at home where possible.
13. I will agree to complete the homework modules that my coach sets for me whenever possible. I will ask my coach exactly what they expect from me. If I do not quite understand I will ask him or her for a clear explanation.
14. I will maintain the very highest professional standards for myself throughout the season, on and off the field of play, which will give me the best opportunity to develop and progress as a footballer this year.

## Players Code of Conduct continued

15. Foul & abusive language towards other players, officials or supporters will not be tolerated
  16. I will not tolerate bullying of any kind; physical, mental, on line, text etc. I understand that bullying is not acceptable behaviour at St Neots Town F.C. and will not abuse or bully a fellow team mate. If I'm a victim of bullying I will tell my parents/guardian, a team mate or team coach. St Neots Town FC will look into the incident and deal with the concerns in a discreet manner.
  17. I'm aware that St Neots Town F.C. has a child welfare officer who is experienced in dealing with Child Protection Issues. If I have a concern about an adult or child in my team I will report it to an adult. I understand that my concerns will be taken seriously and will be acted upon discretely and in an appropriate manner.
  18. I understand that my team manager/coach, other players and parents should show me respect. If I feel that I've received unfair criticism, or have been spoken to in an unacceptable manner, then I will contact my coach, another player or my parents/guardian. I understand my concerns will be taken seriously. If I have an injury then I will inform my team coach, who will respect my decision whether to play in a match or take part in training or not. If injured during training, or at a match, and require hospital or doctors treatment due to the injury I will inform my coach as soon as possible. They must record the incident into the clubs Accident Record Book by contacting the club Secretary.
  19. I understand that I am responsible for any fines incurred for any bookings or being sent off. When the rule contravention or referees report comes through I will respond promptly as any delays will result in a further fine from the Hunts F.A. I will make sure that I show my parents/guardians any team or club newsletters I am given.
  20. I will let the coach know when I am representing the school in a sports activity or I have had a PE lesson during the school day.
- Please tick the relevant box on the Academy Acceptance Form to confirm you agree to our players code of conduct

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## Players/Guardians Code of Conduct

1. I will be honest about my child's ability and be responsible for their behaviour.
2. I will offer only positive reinforcement of my child's development. This will include asking them about what they have learnt and how they feel they are progressing. The players will take a lot of pride in what they are achieving and positive reinforcement will act as further encouragement.
3. Communication between parents and coaches is encouraged at all times. If I have any questions or points I wish to discuss I will ask the coaches, who will always be willing to offer assistance and advice. If I need additional information I will contact the Academy Manager for further support.
4. I will NOT 'coach from the side lines' at training sessions or in games as I am aware that the coaches are asking the players to make decisions and would not wish to confuse them with multiple instructions. I understand that club wants my support and wants my child to enjoy their football, so will give constructive encouragement only and will refrain from giving directions or instructions. (Note: The club is aware that your intentions are good, but they may conflict with the coach's wishes. However, if the coaching staff asks you to help out then please do so.)
5. I will conduct myself appropriately whenever escorting the players at coaching and game days in a manner that would be respectful to all (including players, other parents, match officials, coaches and the opposition).
6. I will support my child with their football and education throughout the season to give him the very best opportunity to develop and progress as a footballer and an individual both on and off the field. I will find out what the coaches expects from me. This may include parental support with the kit wash, transport, match preparations, liaison officer, treasurer or fundraising.
7. I will not leave my child at training or a match without confirming that the coach is present and agreeing the collection time. I understand that parents are encouraged to watch but understand that if I'm unable to stay I will inform the coach. I will also notify them if I have arranged for someone else to collect my child (a responsible adult or member of your family). I also agree to arrange for my child to be collected on time.

## Players/Guardians Code of Conduct continued

8. I agree to pick and drop off my child for training sessions at the AGP gate, this will be the point where responsibility and care is passed from legal guardian to Academy Staff and vice versa. I am responsible for the child's safety & behaviour while in the car park.
9. I understand that if my child is under 11 years old then I am required to attend all training sessions and matches.
10. I will watch the game from the opposite side of the pitch or outside the 3G/ AGP facility at all times, so I do not distract my child or other players.
11. Where possible I will provide travel to away matches or, if unable to attend, I will inform the coach and make alternative transport arrangements for my child. I will endeavour to attend all away matches when available and will not expect others to transport my child to all games.
12. I understand that if an injury is sustained at training, or during a match, and my child needs to go to hospital or see a doctor then I will inform the child's coach. He must record the incident into the club's Accident Record book, contacting the clubs secretary. I will inform the coach if my child has an injury. The coach will respect my decision whether to allow my child to play.  
I am responsible for my behaviour at matches and I'm aware that I can be booked, sent off or fined. I will not use abusive language at matches and I'm responsible for any fines that I incur due to my behaviour.
13. I will not make derogatory remarks towards my child, their teammates or opposition players at any point. Any behaviour deemed as having potential to bring St Neots Town Football Club or the Academy Programme into disrepute will not be tolerated under any circumstances.
14. I will pay my child's registration fees and subscriptions promptly as required. I understand the club may suspend players who have not paid their membership fees in full on time.  
(Note: The club will accept regular payments by arrangement with the Academy Manager)

# St Neots Town FC Academy signing on pack



## Parents/Guardians Code of Conduct continued

15. I understand my child is responsible for returning all playing kit to the club at the end of each season. Under no circumstances may kit be used for any activity other than St Neots Town FC training or matches. I will be liable for any club kit losses due to negligence.

16. I will read, retain and respond to team and club communications. I will support my child and the club as much as I possibly can.

17. I understand a full copy of the Club Constitution is available to all members on request.

18. I understand that insurance cover details can be obtained from the Academy Manager and that any further personal insurance cover for my child can be obtained from their school, which covers all sporting activities.

19. I understand that St Neots Town F.C. is looking to develop players and therefore that the result is not the most important thing, the development of the individuals is.

Please tick the relevant box on the Academy Acceptance Form to confirm you agree to our Parents / Carers code of conduct

## Notes

# St Neots Town FC Academy signing on pack



## Social Media Code of Conduct, Imagery Consent & Communication Policies

At St Neots Town Football Club, we recognise that a communications revolution has taken place. Many of our players, coaches, club members, parents and supporters spend considerable amounts of time on social media.

As a progressive club, we encourage people to use social media for club advertising, to show their support for St Neots Town Football Club and to reach specific age groups. We ask all our members and supporters to uphold the ethos of the club in all their social media posts and interactions and to not act in a way that would bring the club into disrepute, harm its reputation or act derogatory towards any individual.

The following social media code of conduct is intended to help members with practical advice on how to use social media effectively for the benefit of the club and its membership. It is not the club's intention to restrict your use of social media; rather, we want to ensure that you use these new tools responsibly and respectfully when discussing club matters.

Please refer to this code whenever you mention St Neots Town Football Club in your social media posts and updates across the ever-expanding list of social media sites, including, but not limited to Twitter, Facebook, Google+, Snapchat, Instagram and YouTube.

This code also applies to internet forums, blogs, podcasts, pictures and video.

1. Be responsible and respectful at all times.
2. Remember everything you say is instantly in the public domain.
3. Don't forget that you are responsible for what you post.
4. Your comments may be available for anyone to see permanently.
5. Consider the potential consequences for you and the club of the things you publish

## Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

6. Don't ever say something in a post that you wouldn't be happy to say to someone's face.
7. Don't insult, cyber bully, attack or make negative comments about this club or other club's players, parents, coaches, managers, referees, training staff or their supporters.
8. Any negative commentary, such as a grievance or criticism should be directed to the individual or respective managers or coaches.
9. If you see a negative comment, do not respond or escalate the issue in any way.
10. Serious issues or concerns should be discussed with the Club's Committee.
11. Avoid gossip, inappropriate, defamatory, hateful, slanderous, upsetting or threatening comments.
12. Do not post comments that could be judged to be harassment, abuse or libellous.
13. Do not post comments intended to incite violence against others.
14. Do not post any content that might be considered inappropriate or offensive to others.
15. Respect the privacy and confidentiality of others in your posts: consider carefully how the text, audio, images and videos you post may breach someone else's privacy.
16. Do not impersonate or falsely represent another person in your posts.

Serious or persistent breaches of this Code will be referred to the Club's Committee and action may be taken against the offending member or supporter.

Ultimately, at St Neots Town Football Club, we want all of our members to feel comfortable taking their support for the Club into the online domain. We believe that by being positive, responsible, sharing our successes and being gracious in defeat that we will not only get the most out of these new forms of media, we will also be viewed by other teams, football as a whole and as an example of how to use social media for the benefit of all.

# St Neots Town FC Academy signing on pack



## **Social Media Code of Conduct, Imagery Consent & Communication Policies Continued**

Photography, Video Analysis & Promotional Imagery  
I agreed to and consent as legal guardian on behalf  
this player for them to be included in Promotion &  
Educational Photographs and Videos. Any imagery will  
be taken by club officials in line with the FA  
conditions of imagery use.

I can confirm I have read and understood the  
conditions of imagery use provided by The FA and  
consent to photography or filming of this player while  
at St Neots Town FC. (Available online at  
[www.thefa.com](http://www.thefa.com))

## **Notes**

# St Neots Town FC Academy signing on pack



## Medical Consent Form

Please print and post this form to the Academy Manager

Players Name

DOB

Address

Post Code

Current School

School Head Teacher

Playing Position

Predominant foot

State any Medical information

Personal insurance Statement:

We recommend that all players get their own personal accident insurance

# Medical Consent Form

# St Neots Town FC Academy signing on pack



## **Medical Consent Form**

Please print and post this form to the Academy Manager

### **Medical Consent:**

I consent as a legal guardian for the named player above to receive treatment from our medical staff or coaching staff in the case of an injury or emergency whilst they are in the care of the St Neots Town FC

Contact Name 1:

Contact Number 1:

Contact Name 2:

Contact Number 2:

Contact Name 3:

Contact Number 3:

Doctors Name:

Doctors Phone No:

Surgery Address:

**Personal insurance Statement:**

We recommend that all players get their own personal accident insurance

# Medical Consent Form



# St Neots Town FC Academy signing on pack



## AGP User Guidelines

Our new training surface has replaced the existing 3G on the site next to the First Team Stadium. The previous surface has been removed to make way for the latest in state of the art grass technology and will provide the perfect home for the Mick George Academy.

The AGP (Artificial Grass Pitch) will be full 11 v 11 adult size with a viewing area for parents and relevant markings and appropriate goals for all our Academy Squads. We believe this improvement will only consolidate our position as the outstanding club in Huntingdonshire and provide an excellent venue to host home fixtures for our impressive Academy teams.

As a player in one of our Academy squads you will enjoy the luxury of an artificial grass pitch incorporating the latest hi-tech specifications for football.

This enhancement sees the introduction in a very strict code of conduct & set of user guidelines.

For example: Litter, food or incorrect footwear (blades or studs) will not be permitted on the pitch under any circumstances - moulded studs or astro turf football boots must be worn at all times. We are very excited and proud of the achievement that getting this addition to the facility represents - thank you to all those who have supported the club in order to make this dream a reality and for your support in ensuring high standards are maintained by following these rules:

### LOCATION

Artificial Grass Pitch (AGP)

St Neots Town FC Training Facility Rowley Park,  
Kester Way, Loves Farm, St Neots, Cambs PE19 6SL

## AGP User Guidelines Continued

### GENERAL REQUIREMENTS

1. The facility is treated with respect and care at all times.
2. The toilets and changing areas are left as they were found in a clean and considerable state.
3. All rubbish to be placed in the bins provided. Littering will not be tolerated.
4. We operate a NO SMOKING policy within the entire facility at all times.
5. No Alcohol or illegal substances are permitted on the facilities. Immediate suspension will be implied should anyone be found guilty of such actions.
6. AGP Footwear Notice must be adhered to at all times. Failure to do so will result in removal from facility with immediate effect.
7. All users of the facility must ensure that moulded footwear are NOT worn inside the building. Damage to floors and floor coverings arising from this may result in a charge to repair damages.
8. All users must exit the pitch via the allocated gates and exits, cleaning their shoes at the available points.
9. Only Club Staff and Players may enter the AGP, Spectators are not required to come through gates. There is NO access to grass hill unless invited to do so in exceptional circumstances.

Please note that:

St Neots Town FC can accept no liability for the loss of or damage to clothing or any other personal property left unattended in the building, at the facility or on the AGP.

St Neots Town FC's Public Liability insurance provides cover ONLY against incidents arising from acts or omissions of the Club or its staff. Players are recommended to consider whether additional insurance cover is necessary in their own interests will using the facility.

Children below 16 years of age must be supervised. St Neots Town FC Staff take NO responsibility in the supervision of those viewing. Those watching are expected to comply with FA RESPECT guidelines

# St Neots Town FC Academy signing on pack



## AGP User Guidelines Continued

Unacceptable behaviour will not be tolerated and immediate dismissal and termination of player's registration is held at the Academy management's discretion.

### FIRE AND SAFETY REQUIREMENTS

1. Maximum number of persons permitted in each area must be appropriate for the age, ability and activity that is taking place.
2. All Emergency Exit doors and the area directly in front of those doors must be kept clear at all times. External areas in front of the Exit doors must not be used for parking, temporary storage nor be obstructed in any way.
3. No decorations, draperies, scenery or other material liable to cause a fire hazard may be brought onto the premises without the consent of St Neots Town FC.
4. The Emergency Access routes must not be obstructed under any circumstances.
5. AGP users are encouraged to use the Overflow and Roundhouse School car park on match days when the club carpark is excessively busy.

### EVACUATION PROCEDURE. FIRE/BOMB ALERT

1. If such a situation arises the fire alarm will sound. It is important therefore to evacuate the facility in a calm and orderly manner even if you do not receive confirmation of the above.
2. For the safety of the public using our facilities please follow the evacuation procedure and proceed to the designated fire assembly point.

Please tick the relevant box on the Academy Acceptance Form to confirm you agree to our AGP user guidelines

## Notes

# St Neots Town FC Academy signing on pack



## Player Fees

Dear Player and Parent,

First and foremost congratulations on your selection for our Academy and thank you for giving us the opportunity to work with you.

This season will represent another huge step in what is undoubtedly a very exciting time for St Neots Town FC

On acceptance of your placement please find below payment details:

Foundation Phase (U8, U10, U11 & U12 Players) £320.00

1. Signing on fee £120 to be paid on or before the sign On date August 2<sup>nd</sup> . And then 4 further £50 payments due on the 10<sup>th</sup> Sept, 10<sup>th</sup> Oct, 10<sup>th</sup> Nov and then a final payment of £50 on the 10<sup>th</sup> Feb

Development Phase (U13, U14, U15 & U16 Players) £420.00

2. Signing on fee £120 to be paid on or before the Sign On date August 2<sup>nd</sup> then 5 further payments of £60 due on the 10<sup>th</sup> Sept, 10<sup>th</sup> Oct, 10<sup>th</sup> Nov, 10<sup>th</sup> Dec and then the final payment of £60 due on the 10<sup>th</sup> Feb

Please set up your standing order payment to be paid on or before the 10<sup>th</sup> of each of the applicable months. You must ensure that you put your child's initial, surname and age group as your payment reference. FOR EXAMPLE: PAYMENT REFERENCE - I. PARR U12

Account details for standing order:

Bank: HSBC

Account no: 31476114      Sort code: 40-40-10      St Neots Town FC Ltd

NB: If you have two or more children in the Academy please contact Iain Parr for payment reduction details. Two consecutive payment failures will result in the player being suspended

All Academy kit is ordered and purchased directly from the supplier. Please note orders can only be placed and confirmed upon receipt of payment. Additional item will also be available to purchase via the club website once the season has started

# Players fee's

# St Neots Town FC Academy signing on pack



## Acceptance Form

Please print and post this form to the Academy Manager

Age group for the 2020-2021 season .....(please populate)

I have read and agree to adhere to the code of conduct for Players

Sign

Print Name

I have read and agree to adhere to the code of conduct for Parents / Carers

Sign

Print Name

I have read and agree to adhere to the code of conduct for Social Media,  
Imagery Consent & Communication Policies

Sign

Print Name

I have read and agree to adhere to the AGP user guidelines

Sign

Print Name

# Acceptance Form

# St Neots Town FC Academy signing on pack



Post the three relevant forms ( 2 x Medical forms  
and one acceptance form) signed to:

St Neots Town FC Academy  
Premier Plus Stadium  
Kester Way  
St Neots  
PE19 6SL

## Acceptance Form

# St Neots Town FC Academy signing on pack



## Club Contacts

Director of Football  
Academy Manager  
Designated Academy Welfare Officer  
*Iain Parr*  
07970 851511  
iain@sntfc.co.uk

Club Welfare Lead  
*Mick Hunt*  
07787 761797  
mick.hunt@tiscali.co.uk

Main Club email  
enquiries@stneotstownfc.co.uk

Function bookings  
misslouises@yahoo.co.uk

## Club Contact details