



# Ramsbury Football Club

## About the club

Ramsbury Football Club provides football for around 170 local boys and girls, running 10 teams from Under 6s to Under 18s. The Club places a strong emphasis on youth development and it believes that young players are provided with the opportunity to develop their skills as they progress through the various age groups.

Each football team has at least one FA qualified manager / coach. The Club was originally formed in 1881? with just one adult team and further youth teams have been added over time. The Club has adopted a common strip of Blue and White striped shirts, Blue shorts, blue socks and matching Blue jackets as a fundamental part of a common club identity. This achievement has been realised through the generosity of a series of club sponsors and benefactors.

The Club has achieved FA Charter status and has already established the necessary policies, procedures and practices to facilitate this goal.

The Club along with the Football Foundation aspire to finance and enhance the current Clubhouse that complements an all-weather training facility and number of good quality grass pitches in the Ramsbury Recreation Ground. It provides our teams and the community with a great local training facility.

## Affiliation

Ramsbury Football Club is affiliated to the North Wilts County Football Association.

## Ground

Ramsbury Recreation Ground, Hildrop Lane, RAMSBURY, SN8 2PB

## Club Colours

Blue and White

## Club Sponsor



## Ramsbury Football Club Ethos

Our football club ethos is a written declaration that sets out how we want the club to be run. It is simple and concise and should be easily understood by players, parents and officials alike:

- We aspire to provide football to children of all ages and abilities, in a safe, friendly and fun environment.
- We will deliver age-appropriate coaching to support long-term player development.
- We want to encourage all players to try their best and make the most of their abilities.
- Provide a supportive approach in all that we do and an environment where children can learn from their mistakes without undue pressure and anxiety.
- Promote good behaviour and have respect for others.
- Encourage a coaching philosophy that provides clear direction, honesty, purpose and appropriate guidance to the process of coaching young players.
- Communicate

Ramsbury Football Club We promote a holistic approach based upon the FA's four-corner model for long-term player development, with age appropriate coaching recommendations for players aged 5-11 and 12-16.



# Code of Conduct

## Young Players

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**.

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 or 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.

## Spectators and Parents/Carers

This club is supporting The FA's Respect programme to ensure football can be enjoyed in a safe, positive environment. Remember children's football is a time for them to develop their technical, physical, tactical and social skills. **Winning isn't everything.**

Play your part and observe The FA's Respect Code of Conduct for spectators and parents/carers 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 County FA Welfare Officer

Required to meet with the club committee

Obligated to undertake an FA education 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.

## **Coaches, Team Managers and Club Officials**

We all have a responsibility to promote high standards of behaviour in the game. In The FA's survey of 37,000 grassroots participants, behaviour was the biggest concern in the game. This included: the abuse of match officials and the unacceptable behaviour of over competitive parents, spectators and coaches on the side line. Play your part and observe The Football Association's Respect Code of Conduct in everything you do.

On and off the field, I will:

Show respect to others involved in the game including match officials, opposition players, coaches, managers, officials and spectators

Adhere to the laws and spirit of the game

Promote Fair Play and high standards of behaviour

Always respect the match official's decision

Never enter the field of play without the referee's permission

Never engage in public criticism of the match officials

Never engage in, or tolerate, offensive, insulting or abusive language or behaviour.

When working with players, I will:

Place the well-being, safety and enjoyment of each player above everything, including winning

Explain exactly what I expect of players and what they can expect from me

Ensure all parents/carers of all players under the age of 18 understand these expectations

Never engage in or tolerate any form of bullying

Develop mutual trust and respect with every player to build their self-esteem

Encourage each player to accept responsibility for their own behaviour and performance

Ensure all activities I organise are appropriate for the players' ability level, age and maturity

Co-operate fully with others in football (e.g. officials, doctors, physiotherapists, welfare officers) for each player's best interests.

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:

Required to meet with the club, league or County Welfare Officer

Required to meet with the club committee

Monitored by another club coach

Required to attend an FA education course

Suspended by the club from attending matches

Suspended or fined by the County FA and/or required to leave or be sacked by the club.

In addition: My FACA (FA Coaches Association) membership may be withdrawn.

For full details of the RESPECT campaign and the associated codes of conduct please click the link below:

**TheFA.com/Respect**

<http://www.thefa.com/respectguide/>



# Ramsbury Football Club Constitution:

## 1. NAME

The Club shall be called Ramsbury Football Club (the “Club”).

## 2. AIMS

The aims of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members, and community participation in the same.

## 3. STATUS OF RULES

These Rules (the “Club Rules”) form a binding agreement between each member of the Club.

## 4. RULES AND REGULATIONS

(a) The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate, use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulation of The Football Association (“The FA”), County Football Association to which the Club is affiliated (“North Wilts as Parent County Association”) and Competitions in which the Club participates, for the time being in force.

(b) No alteration to the Club Rules shall be effective without written approval by the Parent County Association. The FA and the Parent County Association reserve the right to approve any proposed changes to the Club Rules.

(c) The Club will also abide by The FA’s Safeguarding Children Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time.

## 5. CLUB MEMBERSHIP

(a) The members of the Club from time to time shall be those persons listed in the register of members (the “Membership Register”) which shall be maintained by the Club Secretary.

(b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time. An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in place from time to time. Membership shall become effective upon an applicant’s name being entered in the Membership Register.

(c) In the event of a member’s resignation or expulsion, his or her name shall be removed from the Membership Register.

(d) The FA and Parent County Association shall be given access to the Membership Register on demand.

## **6. ANNUAL MEMBERSHIP FEE**

(a) An annual fee payable by each member shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.

(b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the aims of the Club.

## **7. RESIGNATION AND EXPULSION**

(a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of his / her resignation. A member whose annual membership fee or further subscription is more than four (4) months in arrears shall be deemed to have resigned.

(b) The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the club for them to remain a member. An appeal against such a decision may be made to the Club Committee.

(c) A member who resigns or is expelled shall not be entitled to claim any, or any share of, any, of the income and assets of the Club (the "Club Property").

## **8. CLUB COMMITTEE**

(a) The Club Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Secretary and up to three (3) other members if required, all elected at an Annual General Meeting ("AGM").

(b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next AGM unless otherwise resolved at an Extraordinary General Meeting ("EGM"). One person may hold no more than two (2) positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Vice-Chairperson or nominated Officer.

The quorum for the transaction of the business of the Club Committee shall be three (3).

(c) Decisions of the Club Committee shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than seven days' notice to all members of the Club Committee. The Club Committee shall hold not less than three (3) meetings per year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between AGMs shall be filled by a member proposed by one (1) and seconded by another one (1) of the remaining Club Committee members and approved by simple majority of the remaining Club Committee members.



(f) Save as provided for in the Rules and Regulations of The FA, the Parent County Association and any applicable Competition, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

(g) The position of a Club Officer shall be vacated if such a person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

## **9. ANNUAL AND EXTRAORDINARY GENERAL MEETINGS**

(a) An AGM shall be held in each year to:

- (i) receive a report of the activities of the Club over the previous year;
- (ii) receive a report of the Club's finances over the previous year;
- (iii) elect members of the Club Committee; and
- (iv) consider any other business.

(b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the Meeting.

(c) An EGM may be called at any time by the Club Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than five members, stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Secretary shall send to each member at their last known address written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a General Meeting shall be a minimum of 2/3 Club Committee members.

(f) The Chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes, the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee, shall enter the Minutes of General Meetings into the Minute Book of the Club.

## **10. CLUB TEAMS**

At its first meeting following each AGM, the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.

## 11. CLUB FINANCES

(a) A bank account shall be opened and maintained in the name of the Club (the "Club Account").

Designated account signatories shall be the Club Chairperson, the Club Secretary and the Club Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceedings arising from the sale of Club Property to members is prohibited.

(c) The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.

(d) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

(e) The Club may also in connection with the sports purposes of the Club:

(i) sell and supply food, drink and related sports clothing and equipment;

(ii) employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person concerned being present;

(iii) pay for reasonable hospitality for visiting teams and guests; and

(iv) indemnify the Club Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

(f) The Club shall keep accounting records for recording the fact and nature of all payments and receipts so to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of five (5) years.

(g) The Club shall prepare an annual "Financial Statement" in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at a General Meeting. A copy of any Financial Statement shall, on demand, be forwarded to The FA.

(h) The Club Property, other than the Club Account, shall be vested in not less than two (2) and not more than four (4) custodians, one of whom shall be the Treasurer (the "Custodians"), who shall deal with the Club Property as directed by decisions of the Club Committee, and entry in the Minute Book shall be conclusive evidence of such a decision.

(i) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

(j) On their removal or resignation, a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.

(k) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

## **12. DISSOLUTION**

(a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by the majority of at least three-quarters of the members present.

(b) 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 the assets and liabilities of the Club.

(c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them related to community sports.

## **13. ELIGIBILITY**

(a) A players eligibility will be strictly in accordance with the registration criteria of the League for which he/she has been registered.

(b) Players should normally play in the year group for which they qualified and where League and FA Rules apply. Any other exceptions will be subject to League and FA rules and agreement by the Management Committee.

## **14. COMPLAINTS**

Any member or Parent/Guardian/Carer who has a grievance or complaint should submit it in writing to the Secretary or any Officer of the Club. The written statement should address information requirements defined in the Club Complaints Procedure. The Management Committee will consider the grievance / complaint at its next scheduled meeting, in accordance with the Club Complaints Procedure.

## **15. OTHER**

Any matters not governed by the foregoing rules shall be dealt with by the Club Management Committee, the decision of which shall be final and binding.

*Jonathan Symon*

**J B SYMON**

**Chairman**

**Ramsbury Football Club**