



Darlington 21st All Stars

Club Rules

And Disciplinary Procedure

Club Constitution

1 The prime aim of the club is the provision of coaching in the skills and tactics of football and playing of football in properly constituted leagues affiliated to the F.A.

1.2 The objective(s) of the club shall be:

- To arrange Association Football Matches
- To provide coaching and management for youth football
- To provide social activities for its members

1.3 The Club will accommodate the following age groups:

- Under 8 - Under 10 (mini soccer rules)
- Under 11- Under 17 (11 a side youth teams)
- Adult team sponsorship for (2) years over 17

1.4 The Club rules will form a binding agreement between each member of the club

1.5 The Club will have the status of an Affiliated Member Club of the Football Association. The rules of the F.A and any affiliation to local League/ Cup competitions shall be deemed to be incorporated into the Club rules.

1.6 The Club shall publish a disciplinary procedure. Officers, Management, Executive and General Committee

2.1 The officers and general committee will ideally consist of the following:-

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|-------------|---------------------|
| President | Vice President |
| Chairperson | Vice Chairperson |
| Secretary | Assistant Secretary |
| Treasurer | Press Officer |

Equipment Secretary (may be separate or combined with any or other position)

Referees Coordinator (may be separate or combined with any or other position) plus managers, coaches, secretaries and assistants from each team/year group in the club.

Child Protection Officer (who shall be preferably be someone with no other ties or positions in the club)

2.2 The President and Vice Presidents are non-voting members of the committee, but are entitled to attend all meetings and take part in discussions.

2.3 The elected officers of the club shall be elected annually and shall form the Management Committee of the Club. This committee shall provide the day to day running of the club subject to the approval of the General Committee on major matters of club policy and expenditure.

2.4 General Committee members are Managers, Coaches and Secretaries from each age group of the club.

2.5 General Committee meeting will be held on the last Sunday of each calendar month (subject to Bank Holidays), and will last a maximum of 2 hours duration.

2.6 The quorum for the General Committee meetings shall be 3 officers of the club plus 6 General committee members.

2.7 All Officers of the Club and General Committee members will be issued with identification card which must be carried when conducting club business.

Club Accounts

3.1 The clubs funds will be held in a bank or building society under the club name.

3.2 (3) officials are to be listed as signatories for the withdrawal/ use of club funds. Namely: Treasurer, Chairman, President

3.3 Cheques are to be approved at General Committee meetings. Any departure from this is to be explained at the next subsequent meetings.

3.4 The club accounts shall be audited through an independent auditor on an annual basis and prior to the Club Annual General Meeting.

Annual General Meeting

4.1 An A.G.M of the club shall be convened in June, 2 weeks of the club accounts being audited.

4.2 All parents should be invited to attend the AGM, invites shall be issued 14 days prior to the meeting.

4.3 Nominations for Officers of the club, proposed alterations to the rules of the club and any other items for inclusion in the agenda must be received by the Secretary a minimum of 7 days prior to the meeting.

Subscriptions, Training and Matches

5.1 Weekly subscriptions fees are payable prior to commencing training sessions, if a child is unable to attend training the manager or a team official must be informed prior to training. Children who miss training will not be allowed to start the match, however they may be substitutes. If not used as a substitute then the subscription fee is not paid.

5.2 Training is normally Saturday mornings 10am, with Matches on Sundays (morning or afternoon dependent on year group). Times are subject to change and members will be given sufficient notice should the need arise.

5.3 Children under the age of 11 must be accompanied to the team official for both training and matches. Each team member must come prepared with the right type of kit. e.g. Football boots and Shin pads. Children must come to training / matches with suitable clothing to suit the weather conditions.

5.4 The Managers/Team Officials will determine the team selection and unless there are exceptional circumstances the management committee will not intervene.

5.5 Any player wishing to transfer within the club must notify both managers in writing, if both managers are in agreement then the transfer is passed or refused accordingly. The managers will inform the Management Committee. Should there be a dispute the matter will be referred to the Management Committee for adjudication.

5.6 The club will close for at least the minimum period required by the F.A. the actual dates will be agreed at a monthly general committee meeting. No training during this rest period.

Correspondence

6.1 The Club Secretary is the only source of official club correspondence, which must be approved by the Management Committee.

6.2 All team officials must ensure that all other correspondence issued from or received by them is copied to the Club Secretary.

6.3 Any permanent change to team officials is be notified to the Club Secretary, in writing, giving full details i.e. Name, address and telephone number.

6.4 Any team wishing to take part in any tournament must advise the Club Secretary, in writing, so League and County F.A. permission may be obtained.

General Rules

7.1 Any items not catered for in these rules will be handled in accordance with the General Rules of the County Football Association or otherwise settled by the Management Committee of the Club.

7.2 By the paying of the subscription and the signing and returning of the acceptance of these rules the child effectively becomes a member of the club.

7.3 Club members, team officials, committee members, parents and supporters should at all times conduct themselves in such a manner as to maintain the respect of their opponents and the good name of the club. They shall conform to all the rules and requirements of the F.A. and the league in which they play. A minor breach of this rule, by a junior member, will be dealt with by the team officials as they see fit. A serious breach reported in writing will be dealt with at the discretion of the disciplinary committee.

7.4 Club members should not bring valuable items (jewellery, clothes, footwear, bicycles etc.) to the training or matches, as the club will not accept any responsibility for any loss.

7.5 Should a complaint be received, in writing and signed, about any club member then that member will be informed of the complaint. A disciplinary hearing will be convened within 7 days to adjudicate on the complaint as detailed in the club disciplinary hearing procedure. This excludes those relating to offences against children as defined by the F.A. in its policy document, which will be dealt with in accordance with the F.A. Child Protection procedure's manual.

7.6 Verbal complaints or anonymous accusations of any nature, except those relating to offences against children as defined by the F.A. in its policy document, will be ignored and no action taken against any member.

7.7 The club is accessible to all and under no circumstances allow, accept or condone discrimination of any type. This and bullying will be dealt with by the disciplinary committee and reported to the relevant authority.

Club Disciplinary Procedure

This procedure excludes matters where Child Protection is concerned and then the recommendations in the F.A. handbook will be followed.

1. Any complaint must be received, in writing and signed, before the club will take any action.

2. The member involved will be informed that a complaint has been received, giving basic details of the complaint and that a disciplinary hearing will be convened within 7 days to adjudicate on the complaint.
3. Both parties will be invited to the hearing, attendance of one or both parties is not essential for the hearing to proceed. Children must be accompanied by at least one responsible adult, the maximum number is two.
4. The hearing will be held by the disciplinary committee which will be made up of 5 uninvolved members of the committee, with 2 others as reserves. All picked by lot from the committee. If required the Chairman and the Secretary may be present to give advice on League/FA matters but should not express any opinion on the facts being heard.
5. The accuser will be asked if they have any objections to any one person on the disciplinary committee hearing the case. They will then be requested to state the accusation, the committee may then, through the Chairman, ask any questions relevant to the allegation. Once all questions have been answered the accuser will be asked to leave the room, but wait in case any points need clarification.
6. The defendant will be asked if they have any objections to any one person on the disciplinary committee hearing the case. They will be advised of the accusation and requested to give their response. The committee may then, through the Chairman ask any questions relevant to the allegation. Once all questions have been answered the defendant will be asked to leave the room, but wait in case any points need clarification.
7. After the committee has agreed that all the relevant information has been heard and reached a decision both parties will be called back individually, thanked for attending and told of the findings and if applicable the punishment to be imposed. If thought best, both parties can be informed in writing of the finding of the committee.
8. The club punishments for specific offences, are detailed in the club rules any offence not covered by these shall be decided by the disciplinary committee at the hearing.
9. All suspensions are effective 7 days after the hearing.
10. Any appeal against the decision of the hearing must be made in writing within 7 days of the hearing.
11. The appeal committee will consist of 5 committee members, 2 decided by lot from the original disciplinary committee who heard the case and 3 new uninvolved members of the committee, with 2 others as reserves.
12. If the offending person(s) will not accept the ruling of the appeal committee then they will be asked to leave the club

13. Any person(s) making an accusation that is found to be false, and in the opinion of the disciplinary committee, made with malicious intent the accuser(s) shall be given punishment applicable to the alleged offence.