**Welcome to Locks Heath Lions Youth Football Club. We are so pleased that you have decided to join us. We have put this together so that we can give you as much information as possible.**

**First of all, it is important you know some of the committee team. We are volunteers that lead the Club. We all have specific roles but meet regularly to try and make the Club run as smoothly as possible.**

**Chairperson – Roanna Dolan**

Roanna is a mum of three boys, of which two play for Locks Heath Lions. Over the last few years, the Club has expanded rapidly. As chairperson, the aim this season is to increase the volunteer base to match this expansion. The Club is creating more ways for the players to have a voice in the Club through the youth forum. We are also working on ways to communicate and involve parents and carers through different methods including our new handbook. Starting this season, there will be monthly ‘meet the committee’ sessions so please come and say hello.

**Safeguarding Team**

The following are the people within the Club to go to if you have any child welfare or safeguarding concerns.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Roanna Dolan |  | Andy Kindleysides |  | Rebecca Pryke |  | Rob Smith |
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**Mini-Soccer with IDPE**

**Intent**

The intent of mini soccer is to allow younger children to experience high-quality consistent coaching, which will help their development and understanding of football. They will progress into their own grassroots team(s), competing in structured games in the Mid-Solent Youth Football League (MSYFL).

**Implementation**

Coaches will use game related activities including game play with skills-based activities.

* Mini soccer runs term time only.
* Sessions are every Saturday:
  + 9:30 – 10:30 - under 8’s
  + 10:30 – 11:30 - over 8’s
* Mini soccer will happen on grass pitches.
* Mini soccer is ‘pay and play’ (£5 per session)

**Future Coaches**

When your children are training in mini soccer, the sessions are run by the IDPE coaches. However, when your children are ready to join a team, we rely on parents to volunteer as coaches. Each team require two coaches, who will go through our safer recruitment process, which will include obtaining a DBS and completing the FA Level 1 Coaching certification. Although this may seem a daunting prospect, the Club is here to support those that want to do it.

If you are interested in coaching, we have volunteer forms available from the IDPE coaches. The committee team will come and meet with you to make sure your happy with the role you would undertake and explain the process in which to make sure you are safe and compliant, including having a current FA DBS. Once this process has started and your FA DBS has come through, the IDPE coaches will collaborate with you to help build your coaching confidence in mini soccer sessions.

We will then get you kitted out, assist with the administration processes, and make sure you are ready to take your team forward. This will all need to be put in place before the season starts in September.

If you are interested in becoming a future coach, please make yourself known to the IDPE coaches as soon as possible so that we can get the ‘ball’ rolling!!! Any questions, please talk to members of the committee and/or the IDPE coaches.

**Joining a L.H.L. team**

**Training and match days**

Locks Heath Lions teams train once in the week and have matches on Saturdays. Each team gets a set time/day on the 3G pitch at Brookfield for their training session. Matches are organised and advertised on the Matchday App. Any extra sessions put on by the team are not covered by Locks Heath Lions insurance or safeguarding policies.

**Training areas**

Most teams train at Brookfield Community School, especially in the winter months. Brookfield Community School is located at Brook Lane, Sarisbury Green, Hampshire, SO31 7DU. There is a car park, but we encourage people to walk where possible as there are other non-football clubs at the school. The side gate is **NOT** open so you must use the main entrance and exit for the school.

A map of a neighborhood

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**Payment**

Subs for U9s are £150 and U10s and above pay £180 (£30 addition due to player FA registration fee). The main bulk of the subs covers insurance, referee payments (when necessary) 3G and grass pitch usage and team equipment such as first aid kits, respect bibs, cones, footballs etc. This money also helps cover coach training and DBS checks etc.

In order to keep subs low, we do not provide new kit. When coaches engage with the Club, this is explained, and we ask for parents and coaches to find sponsorship of kit. We also encourage fund raising and sponsorship as teams so that extra kit can be bought. If your team is struggling to find a sponsor, please talk to committee members and we will aim to help.  
We are in the process of recycling kits from teams that have grown out of theirs and/or have a new sponsorship.

As a Club, we are raising money to offer coaches more opportunities to have further training to provide the best coaching for all players. If you can help, please come and talk to us.

**Registration**

Each player must be registered. This needs to be done as soon as possible. Your coach will send a form via email which needs to be completed (which includes payment options).

**Toilet facilities**

There are toilet facilities next to the 3G pitch. During weekday evenings, there are toilets in the sports hall which can be used. There are water filling stations at the side of the sports hall.

**What to bring**

Children need to bring non-breakable water bottles, snacks if needed, shin pads (essential – they cannot participate without them) and football boots. Please watch out for our boot swap events, giving an opportunity to swap those boots that are too small and/or donate an amount to get a pair of second hand boots that fit, and raise money for the Club (Donation should be based on quality of boots and your personal circumstances). We also recommend all kit is named and in a kit bag. Don’t forget warm and waterproof kit for when waiting to go on pitch. There is also a snack shack which sells hot and cold food (Saturdays only).

**Glasses**

The FA recommends Polycarbonate lenses but recognizes this may be an issue for children playing grassroots football. Therefore, referees are encouraged to be tolerant over glasses. However, the referee has to show concern for all those playing in that game. If s/he feels there is something dangerous in the glasses e.g., sharp edges, then in order to protect all players, the referee has the authority to say the glasses can’t be worn.

**Jewellery**

All items of jewellery are forbidden and must be removed. Taping is not allowed according to law 4 of the FA rules.

**Spectator etiquette**

There must be no spectators on the 3G area. Anyone attending with additional mobility needs, please see a fixtures secretary or a committee member, who will try and make suitable arrangements. The more notice given, the easier the situation can be managed. **No chairs or benches on the 3G area.**  This is a stipulation from Brookfield school and is non-negotiable. There is also no smoking/vaping or dogs allowed on site.

**Merchandise**

This year, we are hoping to start selling Locks Heath Lions merchandise in order to raise funds. We are looking to sell knitted hats, water bottles, holdalls and rain jackets. So, keep an eye on Facebook for updates. If you can help support this venture, please let us know.

**Current teams 2023/24 Season**

|  |  |  |  |
| --- | --- | --- | --- |
| **Team** | **Training Day/Time** | **Coaches** | **Sponsored by** |
| U7s Blue | Monday 5-6pm | Paul Scutt  Adam Skelding | Apollo Fire Detectors |
| U7s Green | Tuesday 5-6pm | Thomas Yates  Tom Smeeton | TY paint & decorating  G&D interiors |
| U7s Red | Monday 5-6pm | Daniel Hardy  Jonathan Scholey | Elite Garden Buildings & Spa  Carters Garden Machinery |
| U8s Blue | Tuesday 5-6pm | Zachariah Louth  Nathan Bailey | Master-Services LTD |
| U8s Red | Monday 5-6pm | Scott Parkinson  John Harrison |  |
| U8s Green | Tuesday 5-6pm | Robert Codgbrook  Kirsten Stream |  |
| U9s Blue | Tuesday 6-7pm | James Wainwright  Rebecca Horrocks | Green Oaks Landscaping |
| U9s Red | Tuesday 6-7pm | Edward Whitehouse  Ashton Church | The Wheel Specialist Fareham  Otso Creative Ltd |
| U9s Green | Tuesday 6-7pm | Matthew Pryke  Marcus Garey | TJB Quantity Surveyor Services |
| U10s Blue | Monday 6-7pm | Tim Carling  Benjamin Leeds |  |
| U10s Red | Monday 6-7pm | John Stremel  Steven West |  |
| U10s Black | Monday 6-7pm | Thomas Fealy  Martin Lia |  |
| U11s Blue | Tuesday 7-8pm | Paul Moody  Andrew Shepherd  Ross Davies | Support PKU Awareness |
| U11s Red | Wednesday 6-7pm | Henry Smith  Craig Man | Richman Brick & Stone |
| U12s Red | Tuesday 7-8pm | Trevor Whittington  Martyn Smith | I.D.P.E. |
| U12s Blue | Monday 7-8pm | Steve Tongue  Paul Waters  Denville Elleston  Brooklyn Smee | Netcom |
| U13s Red | Wednesday 7-8pm | Andy Kindleysides | Oneway |
| U13s Green | Monday 7-8pm | Daniel Inns,  James Hearnden  Phillip Clark | Embedded Intelligence |
| U14s Red |  | Ian Abernethy  Phillip Marston | Source and KTM Europe |
| U14s Blue |  | Adrian Berry  Toby Molineaux  Gavin Bater | Active Freight Worldwide |
| U15s | Wednesday 8-9pm | John Stremel  Rob Smith | Rock Up Whiteley |
| U18s | Monday 8-9pm | Tony Clarke  Ethan Clarke | Medhurst |

**Communication**

**Facebook**

We currently have a Locks Heath Lions Facebook page. This is a way for the committee to advertise teams’ successes, advertise positions, relay general information etc. Please make sure you check it regularly.

**WhatsApp**

Each team has a WhatsApp group to communicate with their team parents/careers. This is a fantastic way to communicate, but please make sure everyone is respectful in accordance with the parents’ code of conduct.

**Matchday App**

The Matchday App allows you to see when and where upcoming matches are so that you can confirm your child’s availability. It also has league tables and results for age groups U12 and up. All coaches will be using this, so we recommend that you have it.

**Youth Forum**

Creating a Youth Forum strengthens the players welfare throughout the Club, giving young people an opportunity to share issues they have faced and how they could be addressed.

With a Youth Forum in place, it is our hope to make the Club more attractive to parents, young people and even sponsors and other sources of funding, as it shows the Club has been shaped by our young people. Having a Youth Forum also creates a culture of innovation, improvement and change, which helps ensure our Club meets the needs of young people.

Each team will be asking two players to come and talk with the committee. We hope to meet on a regular basis to have maximum impact. Children will be asked various questions such as what they want to achieve as a youth forum, do they know who the committee members are and what their roles are, what would their dream match day be, what do they like about their Club, what would it make it even better, what values do they like in their coaches, what are their goals, how can communication be improved etc?

**Monthly Meet the Committee**

Once a month, the committee will be available at Brookfield. This is an opportunity to chat to the team but also see how you can help the Club. We are always looking to recruit people to help with administration roles, fund raising, lines officials, respect marshals and much more. Dates will be advertised using Facebook and WhatsApp.

**Parent and Carer meets**

The committee will be running meets twice a season. This will be a great way to share the youth forum’s ideas, safeguarding updates etc and another way to allow you to have an impact on your Club. Dates will be advertised using Facebook and WhatsApp.

**Safeguarding**

It is everyone’s responsibility to safeguard the children in our care. It can seem very daunting but the FA offer lots of policies and procedures to help.

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Description automatically generatedOn our website, you will find a range of policies. All coaches should be working in line with these policies. It is the welfare teams’ job to make sure these policies are followed. It is very important that if you have any concerns, you report it immediately. Please use the diagram below to help when you are concerned.

**Recruitment**

We endorse and adopt The FA’s Safer Recruitment guidelines. We do the following before coaches can work with children:

* Specify what the role is and what tasks it involves;
* Advertise position;
* Fill in application form;
* Interview;
* Ask for and follow up with two references before appointing someone;
* Request identification documents;
* Require a clear FA DBS Enhanced with Barred list Check\*, in line with the FA’s current Safeguarding Children Policy and Regulations.
* Inform of recruitment decision;
* New volunteers to sign up to relevant policies and commit to relevant training.

\* Checks on the Police National Computer, and Children’s Barred List. Will details both spent and unspent convictions, cautions, reprimands and warnings along with confirming whether they are on the Children’s Barred List of people who've been barred from working with children.

**Useful Safeguarding contact numbers**

County safeguarding contact details:

Shantell Woodward – Designated Safeguarding Officer

Email: [Shantell.Woodward@HampshireFA.com](mailto:Shantell.Woodward@HampshireFA.com).

Phone: 01256 853012

Michelle Saunders – Deputy Designated Safeguarding Lead

Email: [Michelle.Saunders@HampshireFA.com](mailto:Michelle.Saunders@HampshireFA.com)

Phone: 01256 853022

Melanie Gill – Senior Safeguarding Lead

Email: [Melanie.Gill@HampshireFA.com](mailto:Melanie.Gill@HampshireFA.com)

Phone: 07885807321

**A screenshot of a computer

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A lion head with its mouth open

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**Respectful**

* Everybody should get to play, enjoy the game, have fun with their friends and grow their love of the sport.
* The Football Association's Respect campaign champions positive values and behaviours such as fairness, integrity, inclusion and leadership.
* Respect is a way of treating someone or something in a way that shows regard for their feelings, wishes, rights and traditions. This means that you accept somebody for who they are, even when they’re different from you or you don’t agree with them.
* The presence of RESPECT has a powerful effect – when we RESPECT ourselves, we stand taller. When we RESPECT others, they respond in kind.

**Optimistic**

* When someone has an optimistic attitude, the player believes that a successful outcome is within their control.
* An optimistic player will view an unsuccessful performance as a temporary setback. Therefore, self-esteem is not affected because they believe that they are in control of the good and not of the negative.
* Optimistic traits are: positive attitudes, understanding you’re more than just one game and seeing that unsuccessful performance is temporary.

**Aspiring**

* Aspiring players have hopes and ambitions towards achieving something.
* They will seek to attain or accomplish a particular goal.
* To accomplish this goal, the player needs to use reflection.
* Self-reflection benefits players to help them to learn and improve.
* This mindset gives players a high level of control and confidence, allowing them to positively interpret any anxiety.
* Reflection helps players overcome negativity by encouraging them to address what went wrong and how they might overcome it. This leads to players developing greater independence, who are better at resolving conflict without needing the intervention of a coach.

**Resilient**

* Resilience is the opportunity to learn and bounce back from adversity.
* Resilient individuals and teams have the ability to maintain a consistent attitude and level of effort & positivity in the face of change, adversity and stress.
* Children need to have the tools to prepare for, adapt to and respond to setbacks.
* Football teaches us that you can’t always win, sometimes you have to lose.
* Through football we better understand our emotions in the face of victory and defeat. When we lose, we must overcome the negative emotions that come with that.
* A trial and error approach to learning can help children develop their problem solving skills while also becoming more resilient

**Respect code of conduct**

The FA provides codes of conduct for all members of Locks Heath Lions. When you sign your player on with the Club, we ask everyone to read and then apply the code of conduct in training and matches. No-one expects anyone to be perfect, but we do ask that you keep the code of conduct in the forefront of your mind. Any questions, please talk to the committee members.

A poster of a football team

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A person and child playing with each other

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A poster of a person and a child

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A close up of a text

Description automatically generated**A person holding a football ball

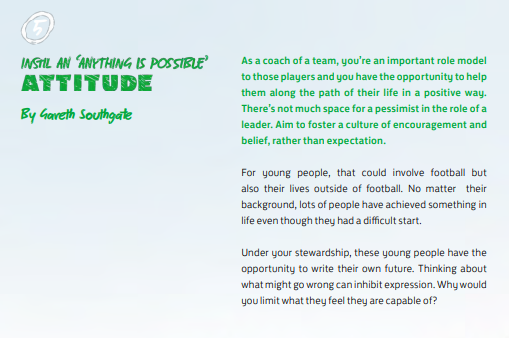
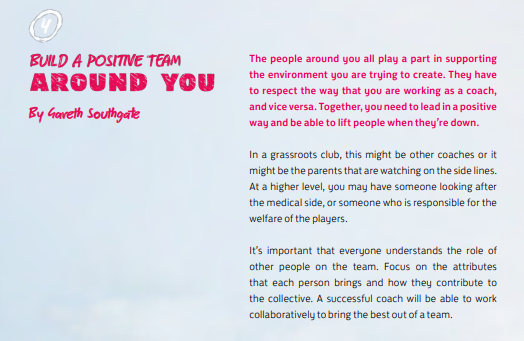
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**Respect Marshalls**

To support the FA Respect programme Hampshire FA are continuing with the requirement for all teams Home & Away to provide an adult steward (this should not be the team manager or coach) for all youth football teams U16 and below.

**The Role of a Respect Steward**

• Ideally not the Manager or a member of Coaching Staff.

• An Adult who preferably is someone that is calm but confident in dealing with others within their own Club.

• Ideally try to keep the same person every week or a small group of people to carry out the role on a rotational basis.

• Make sure they are known to supporters of your team.

• The respect Steward is required to wear a High Viz Vest or Jacket for the role

**Responsibilities of a Respect Steward**

• Ensuring that their own spectators comply with Respect designated spectator area.

• Remind own supporters of responsibilities in relation to Respect.

• Support the Referee when dealing with any spectator related issue within your own team.

• Use common sense at all times and be a visual point of contact for any concerns from the opposition Respect Steward.

• Dependent on League procedures the Respect Steward may assist to check registration cards or complete match result cards.

• The FA Respect Programme must be considered by the Respect Steward at all times, and any issues should be reported to the League & County Association

**Complaints**

No matter how well a Club is run there is always the possibility of having to deal with complaints and discipline issues at a Club.

**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, a Club will need to follow a clear process.

Where a complaint is made to the Club, the following procedure should be used:

1. The person making the complaint must fill in a complaint form and send it to the Club Chairman (Note – if the complaint is about the conduct of the Club Chairman, it should be sent to either the Club Secretary or Welfare Officer)
2. Where the committee feels it is appropriate, an individual will be suspended from Locks Heath Lions’ training and games pending an investigation.
3. The complaint details will be sent to the person the complaint is about. Part of the complaint form asks whether the person complaining is happy for the complaint details to be shared with the person who is the subject of the complaint.
4. A letter/email will then need to be sent by the Club to the person who is subject of the complaint outlining the concerns that have been raised and including content of the complainant’s form (latter to have any contact details removed prior to forwarding on)
5. The Club letter should specify that it requires a written reply from the person who is the subject of the complaint, within seven days.
6. The Committee dealing with the complaint would ideally consist of 3 or 5 Officials from the Club and they must NOT include anyone directly named or involved in the original complaint; or, who has a vested interest in the outcome.
7. The Committee members will need copies of all relevant paperwork in advance of a formal meeting, so that they can read it and be fully aware of the complaint and response.
8. The Committee will investigate the complaint.
9. The Committee will meet to resolve compliant and advise of the results findings.
10. If the Committee is not made up of an odd number of members and a deadlock occurs, the Chairman’s vote is decisive.
11. Both parties will be informed of the Clubs’ decision in writing. This is to be done within 3 days of the meeting.

**Sanctions**

Where the Committee find that the complaint is upheld/proven there are a number of sanctions available. Sanctions are incorporated into the Respect Codes of Conduct which all members at the Club should have signed up to at the beginning of every season.

**Right to appeal**

The complainant has the right to appeal. The appeal will be heard by a committee member who was not involved in the original investigation. If no-one is available, it may be appropriate to co-opt other Club officials.