



**Gillibrand Warriors Rule Book 2015**



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## 1. MEMBERSHIP

1.1 The Club shall have 3 classes of member:

1.1.1 Junior Playing Member, being a member who is under 16 years of age on 1<sup>st</sup> September of the year in which the playing season commences and who is registered by the Club as a player in a league of which the Club is a member.

1.1.2 Youth Playing Member, being a member who has attained the age of 16 years but is under 18 years of age on 1<sup>st</sup> September of the year in which the playing season commences and who is registered by the Club as a player in a league of which the Club is a member.

1.1.3 Associate Member, being a member of any age who is not registered by the Club as a player in a league of which the Club is a member but who wishes to take advantage of facilities offered by the Club. All Club officials, Managers and Coaches shall be entitled to free annual Associate Membership of the Club. For the purposes of voting rights at General Meetings, the vote of members who are below the age of 18 years at the date of the meeting shall be vested in a parent or other legal guardian who shall be deemed to be an Honorary Associate Member for the duration of the meeting.

1.2 Any person joining the Club will be made aware that they can view the Club Constitution, Key Rules, Rulebook and Club Policies. Any member will be provided with printed copies on request. Printed Codes of Conduct will be issued at the start of every season.

## 2. MEMBERSHIP FEES AND ADDITIONAL SUBSCRIPTIONS

2.1 Membership fees shall be reviewed annually and announced at the Annual General Meeting. The membership year shall run from 1<sup>st</sup> September to 31<sup>st</sup> August.

2.2 Additional subscriptions shall be payable as a registration fee and match fees. These shall be announced annually at the Annual General Meeting.

2.3 Membership fees will be payable monthly on the 1<sup>st</sup> of every month to the Club account via the Club's preferred method. In return, the Club will provide one evening training session per week during the playing season, when facilities allow, on a day and time at the Team Manager's discretion. Additional training sessions during the close season will be provided at the discretion of Managers and Coaches. In recognition of the voluntary work carried out by Club Officials,



Managers and Coaches, one Junior Member from each of their families shall be entitled to exemption from the payment of membership fees. Any member unable to pay by the Club's preferred method may be permitted to pay by other means at the discretion of the Treasurer.

- 2.4 Additional voluntary training sessions may be held at the Team Manager's discretion and payment of subscriptions for any additional sessions shall be paid at the appropriate rate to the Team Manager at the additional session. Match fees will be collected by Team Managers or their nominees on each match day from all players selected for the match squad. No exemptions apply in the case of match fees.

### 3. CLUB COMMITTEE

- 3.1 The initial term of office for a Club Committee member shall be one year.
- 3.2 After serving three consecutive years of elected office, a Club Committee member shall be eligible to be elected for further terms of up to three years.
- 3.3 A Development Officer shall have a permanent position on the Club Committee in addition to the mandatory posts listed in the Constitution and Key Rules.
- 3.4 The Committee has the authority to appoint other persons as Club Officials or Sub-Committee members to ensure that the business of the Club can be effectively administered.

### 4. MANAGEMENT SUB-COMMITTEE

- 4.1 The Management Sub-Committee shall consist of the Club Committee members and Team Managers. Other Team and Club Officials may be allowed to attend Management Sub-Committee meetings at the invitation of the Committee.
- 4.2 Management Sub-Committee meetings will be held bi-monthly during a playing season with the date and time to be confirmed by the Committee. A minimum of five meetings per season will be held.
- 4.3 It is mandatory for a Team Manager to attend all Management Sub-Committee meetings. In the event they cannot attend they must arrange for a representative to attend in their place to give a verbal report on team affairs.
- 4.4 Any team failing to attend two consecutive Management Sub-Committee meetings will be asked to give a formal explanation to the Club Committee.



## 5. LEAGUE MEMBERSHIP

5.1 The Club shall be members of the Mid Lancs Colts Junior Football League (MLCJFL), the Central Lancs Junior Football League (CLJFL) and the Lancashire Sunday Football League (LSF League) and shall enter teams in these leagues each season at age groups to be determined by the Club Committee. All Club Members must abide by the rules of the governing league when attending matches or league business.

## 6. TEAM MANAGERS

6.1 Team Managers are responsible for all activities relating to the administration of their team including but not restricted to league registration of players (via the Club's League Secretary), team selection and conducting of training sessions.

6.2 Team Managers who incur administrative fines shall have the first fine in any season paid by the Club. Any additional fines must be reimbursed to the Club within fourteen days of notification. Failure to do so will result in the Team Manager being suspended from participating in all team activities until the fine has been reimbursed.

6.3 Team Managers will attend appropriate league meetings on a rota basis.

## 7. TEAM OFFICIALS

7.1 No person will be appointed to a position of Team Official until such time as the Safer Recruitment of Volunteers in Grassroots Football policy has been adhered to and a signed declaration form has been received.

7.2 Team Officials consist of the Team Manager appointed by the Club Committee plus an Assistant Manager and Coaches appointed by the Team Manager all of whom must be approved by the Club Committee. Approved Team Officials must be in possession of a 1<sup>st</sup>4Sport Level 1 Award in Coaching Football inclusive of Emergency Aid and Safeguarding Children qualifications or be registered on an approved 1<sup>st</sup>4Sport Level 1 Award in Coaching Football course with a County FA within 28 days of their appointment. Emergency Aid and Safeguarding Children qualifications must remain up to date at all times.

7.3 No Team Official shall be allowed unsupervised access to their team until the minimum qualifications have been attained.



7.4 Team Officials must at all times abide by the Club Constitution, Key Rules, Club Rulebook and any Club Policies and Codes of Conduct applicable from time to time. Failure to comply will require a formal explanation to the Club Committee.

7.5 A maximum of two Team Officials are permitted to coach at any time during match days. Additional Team Officials must remain behind the barrier with spectators.

## 8. PLAYING MEMBERS

8.1 Players must at all times abide by the Club Constitution, Key Rules, Club Rulebook and any Club Policies and Codes of Conduct applicable from time to time.

8.2 No player shall be permitted to take part in any match or training session without adequate shin protection.

8.3 Regulation playing kit consisting of shirts, shorts and socks will be provided by the Club for all matches. No player is permitted to enter the field of play wearing any item of unauthorised kit.

8.4 Financial penalties incurred by players, e.g. disciplinary offences, must be reimbursed to the Club within fourteen days of notification. Failure to do so will result in the player being suspended from participating in matches until the reimbursement has been made.

## 9. SPECTATORS

9.1 Spectators must at all times abide by the Club Constitution, Key Rules, Club Rulebook and any Club Policies and Codes of Conduct applicable from time to time. Any spectator not abiding by these may be asked to leave for the duration of the remainder of the match or training session by a Club or Team Official.

9.2 The Club will provide a sufficient barrier a minimum of 1 metre from the touchline at all of its matches. The barrier will take the form of tape of rope. The use of cones is not permitted. All spectators must remain behind this barrier at all times. Only Club or Team Officials are permitted in the area between the barrier and the pitch markings.

## 10. EXPENSES

10.1 Expense incurred in the maintenance of the Club website will be paid from Club funds on production of a valid receipt.

10.2 Travel expenses will not be paid for travel within the boundaries of the Parent County Association or any leagues of which the Club is a member.



- 10.3 Club Members undertaking a coaching qualification will have their fees paid for by the Club. In return the prospective Coach must commit to the Club for a minimum of two calendar years following successful course of completion. If the Coach leaves the Club before this time, any monies paid will become repayable to the Club. An individual may appeal against this decision to the Club Committee.
- 10.4 Other expenses may be reimbursed only if pre-authorized by the two of the three authorised cheque signatories.

## 11. PRESENTATION AND SOCIAL EVENTS

- 11.1 Each team will be expected to support all social or presentation events organised by the Club.
- 11.2 At the end of each playing season all players from U7s to U18s age groups will be awarded an individual award at the Club's Presentation Evenings. In the U9 and upwards age groups where non-competitive football is played 2 individual trophies will be awarded in the following categories: Players' Player of the Year and Supporters' Player of the Year. In the age groups where competitive football is played 5 individual trophies per team will be awarded in the following categories: Leading Goalscorer, Players' Player of the Year, Supporters' Player of the Year, Manager's Most Improved Player of the Year and Manager's Player of the Year.
- 11.3 At the end of each season, a Team of the Year award will be presented. This will be awarded at the discretion of members of the Club Committee who have not performed the role of a Team Official during the season just ended.
- 11.4 At the end of each season, a Clubperson of the Year award (Tony Jeffrey Memorial Trophy) will be presented. Any member of the Club may be nominated for this award and the award shall be awarded by votes of the Sub-Committee meeting. Nominations for this award should be in writing to the Club Secretary and should be received no later than the 10<sup>th</sup> May of the year in which the award is to be presented.
- 11.5 A Junior or Youth Member who completes 8 consecutive years of membership shall be entitled to be presented with an award of recognition at that year's Presentation Evenings.

## 12. FUND RAISING

- 12.1 Each season the Committee or its nominee shall propose fundraising schemes for consideration. Any schemes accepted by the Management Sub-Committee will be put into operation and each team will be expected to fully support the scheme.



## 13. ADDITIONAL ACTIVITIES

- 13.1 At the discretion of the Club Committee, the Club may participate in football competitions other than those organised by the Parent County Association and the leagues of which the Club is a member.