

# TCFC Parents' Handbook 2018-19

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## Introduction

This brief handbook is designed to give parents an insight into the rules and structure of the football teams playing for TCFC. The information contained within this is general and, unless specified, covers all players within the club. Please take the time to become familiar with its contents as they will help your child make the most of their time at TCFC. Much of the information about the club can be found on our new website [www.tarletoncorinthians.com](http://www.tarletoncorinthians.com).

## The Club

Tarleton Corinthians is a charter standard development club, registered with the Football Association and the Lancashire Football Association. As such, we adhere to all of the rules concerning child protection and safeguarding, our coaches are cleared through criminal records checks and we have emergency first aid trained people at matches and training. The club is run by our exec committee, we have an AGM every summer and we pride ourselves on being a well-run club. We have adopted all of the FA's recommended codes of conduct for players, spectators and coaches and we have complaints and anti-bullying policies, again recommended by the FA, on our website. Please look on our website for details of our safeguarding policies and contact our Child Welfare Officer, Helen Dicker, if you have any concerns or queries.

Our whole club is staffed by volunteers, we hire the site from Tarleton Parish Council and every penny we take in as a club is used to the benefit of our players. None of our senior players or coaches, unlike many clubs with senior teams, is paid. We are sure that you will agree that our playing facilities are superb, and we are rightly extremely proud of them.

## Subscriptions

Those of you who have been with the club for a while will know that our subscriptions have remained at £180 for the year for over 5 seasons. Unfortunately, our costs have risen and we have not covered those costs in the past year. Our reserves (which we normally use to improve our facilities) have absorbed the loss but we cannot afford to continue this trend. We have taken the decision to introduce a signing on fee of £20 per player from the 18-19 season. Subs for junior teams in leagues will continue to be taken by standing order, a total of £180 for a year, usually paid in monthly instalments of £15 plus the signing on fee taking the total to £200 for a year (August to July). This covers all league match fees, registrations, kits and training. Training-only players will pay £2.50 per week. Tournaments are usually covered by the subs, as are friendlies, although paying for 3G pitches is a significant extra cost which can only be covered for by the club on rare occasions, so parents will be asked to contribute towards this.

In the 2017-18 season, we took the difficult decision that those players who owe subs would not be able to re-sign for the club until any debt has been paid. Should anyone suffer particular hardship and feel that they are not able to pay the full amount, please speak to our treasurer and we can try to sort something out.

## **GDPR**

Like everyone, the club has adopted the principles of GDPR and takes your information security very seriously. We have adopted our own data protection policy and privacy notices. They can be found on our website.

## **Behaviour**

As a charter standard development club we adhere to the FA's codes of conduct and expect that players and spectators will do too (codes of conduct are available on our website). On very rare occasions, players can misbehave at training or in matches. Whilst in a match, or at training, there is a referee or manager responsible for the discipline of the players. We would ask that parents do their best to support the volunteers who run the team. As a club, we cannot expect managers and coaches to accept anything less than good behaviour. It is an unpaid role made much harder when players don't behave. Those players who do misbehave at training may be excluded either from the rest of the training session or from the following match day squad.

We would also ask that parents think about their actions whilst on the touchline. Any incidents may result in sanctions from the leagues or FA and will result in parents being asked to no longer come to matches. All spectators are expected to adhere to the FA codes of conduct which are displayed on the notice board at Carr Lane. Likewise, we will not tolerate any bad language or comments directed at referees. Without them, our children would not be able to play matches and we are indebted to those who take the time to take on the role.

## **Training**

All teams have a designated day, time and location for training. During the summer season this will most often be at the Carr Lane venue and during the winter season this will be arranged by each manager to suit the size and playing surface required by each individual team. Managers will keep you informed of the location and time of training sessions and we would ask that players attend wherever possible. If you have a problem, please do discuss it directly with the team manager.

Training is an important part of developing team play, tactics, etc., so it is important that everyone attends training as often as possible. We accept that people are away, ill or have other commitments. We would be grateful if you could let managers know when your child will miss training so they can plan drills etc. for the number of players they will have. In the older age ranges where competitive football is played (U12s and older), players who consistently miss training will not usually be considered for match day squads.

When the weather turns cold we have no problem with players wearing track suits, hats, gloves etc. for training, as long as they are also wearing shin pads.

If you feel that your child needs extra help with any aspect of their game, please approach the team manager as they may be able to arrange extra sessions etc.

## Availability

Fixtures are always sent out well in advance for both league and friendly matches. Please can you ensure that you respond with your child's availability so that managers can decide on squads and more fundamentally decide whether fixtures can be fulfilled. If we do not have confirmation of your child's availability it will be assumed that they are not available and they will not be considered for squad selection.

Once you have confirmed availability please advise of any changes as it may affect our ability to fulfil a fixture. If this happens in the league we will incur fines etc.

## Squad and Team Selection

*For the younger age ranges* where non-competitive football is played, wherever possible all available players will be selected to play, unless this is unmanageable due to high numbers. In this case, team selection will carry an element of rotation. It is rare that all team members are available for every fixture so some element of squad rotation occurs naturally. Also please bear in mind that where teams have only one player available in a certain position (such as goal keeper) rotation of this player may not occur.

Player selection will be based broadly around the following criteria in weeks where there is surplus availability:

- Availability
- Training Attendance
- Behaviour
- Positions (to ensure a balanced squad)
- Form

For those players not chosen to start the game, there will be substitutions made with an aim to give players a reasonable time on pitch according to the flow of the match and individual match circumstances. It is the aim of the club to give all players at a young age the time and experience to develop their skills however, given the nature of the game, equal playing time cannot be guaranteed. It will be the aim of each manager to ensure that all players are given the appropriate opportunity for development. If you feel that this is not being offered for your child on a repeated basis, please raise this with your team manager.

*For the competitive age ranges, U12+,* the following will usually apply:

Teams usually have a 14 to 18 strong match squad registered with the league (depending on the number of players in a side) and may add additional players as the season progresses. Taking a full squad on a match day is often too many players and it is usual to take fewer players to each match, so there will be some squad rotation on occasions although availability may help with this.

In weeks where there is surplus availability, a match day squad will be selected based broadly on the criteria above. There will usually be up to three substitutes and managers will endeavour to give everyone reasonable playing time with the exception of the keeper who will rarely be changed. Teams will often start with what they believe is their strongest team. Not everyone may agree with every selection but managers reserve the right as coaches to make that decision.

## **Match Days**

All home matches will normally be played at Carr Lane (except for some of the younger teams who play at Central Venue in Penwortham). Away match kick-off times and locations vary at the discretion of the home team. Managers generally require that the match day squad be ready half an hour before the scheduled kick off so that they can do a full warm up and sort the team out. Anyone not at the venue at the start of warm up may be required to start on the bench.

Each 11-a-side team will need a linesman to run the line every week, all volunteers gratefully accepted. Please let your manager know if you can help.

Parents are requested to stay on the spectator side of the pitch during half time. Also, after the final whistle, managers would be grateful if you could give them a few minutes to have a debrief with the team. This will give them some time to get their training points across with the players.

We would also ask that parents refrain from coming across to the coaches' area during the matches. Not only is this a distraction, it contravenes league rules and we can get fined. The league sends representatives to several matches each week to check we are complying with rules etc. Team managers and coaches are usually available after the match or on the phone at any time if you have any queries.

Please ensure that you do not enter the field of play; we know it is hard when your child is injured but again we can be fined if parents cross the barrier. If someone is badly injured, managers will of course call you over after the game has been stopped.

## **Smoking**

For those of you who smoke, and in line with FA policy, please ensure that you are well away from the children when you do so. Please do not smoke on or next to the training or match pitches.

## **Communication**

As a club, we aim to run very open teams. Please feel free to approach any of the coaches/managers at any time if you have concerns or comments. They would be more than happy to discuss anything with anyone. Equally, if anyone has a problem with anything contained in this document, please talk to the managers or directly to the club through the contacts on our website, or at Carr Lane on match days.

Contact details for the club exec committee and managers can be found on our website.