



## **Riverside Utd J.F.C Club Constitution**

### **1. Name**

- (a) The Club shall be called Riverside United Junior Football Club (the Club).
- (b) Riverside United JFC's Home Kit shall be: Royal Blue shirt; Red Shorts; Royal Blue socks. Royal blue rain jackets. All training kit shall be royal blue except for the academy (4-6 years) where this will be all red for safety.

### **2. Aims**

- (a) The aims of Riverside United JFC shall be to facilitate and promote the game of Association Football for young people between the ages of 6 and 18. In doing so Riverside United JFC shall arrange matches and social activities for its members to participate in.

### **3. Affiliation**

- (a) As Riverside United JFC is based in the county of Leicestershire, the Club shall be affiliated to Leicestershire and Rutland County Football Association.
- (b) The Club shall ensure that it is insured against public liability whilst its members are engaged in football activities organised by the Club.

### **4. Rules and Regulations**

- (a) The members of Riverside United JFC shall abide by the rules and regulations put forth by the Club. Furthermore, members shall abide by the rules and regulations of The Football Association Limited ("The FA"), The Leicestershire and Rutland County Football Association and any competitions the Club shall participate in.
- (b) Riverside United JFC will abide by the FA's Child Protection Policies and Procedures and Code of Conduct.

### **5. Equality**

- (a) The Club shall promote an inclusive policy towards its membership. The Club shall strive to offer the community the opportunity to participate in football related activities, and will not discriminate against, or treat anyone less favourably because of their ability, gender, ethnicity, religion, sexual orientation, or disability. Furthermore, anyone involved in a club activity will be treated fairly and with respect.

However, we must stress that due to F.A rules, there is a restriction to the amount players that can be submitted to match day squads (numbers vary dependent on the League to which your team subscribes) therefore, whilst we guarantee a place to learn, train and play football within our training sessions, we cannot guarantee regular game time which will be made clear to Parents/Guardians/Carers prior to season commencement.

It is expected that every team volunteer/coach/manager makes a concerted effort to mediate any such issues that should arise relating to point 5 (a). furthermore, no players opportunity to play football at the club should be removed unless; A. every effort has been made to conform to point 5. (a). the committee have formally agreed it to be in the best interests of the team, club, and other players.



- (b) It is the Club's aim that all its activities are held in safe and enjoyable environment. The Club will not tolerate any form of bullying, intimidation, or victimisation, whether it be verbal or physical. Any person found to be guilty of any form of bullying or harassment will be liable to disciplinary measures being taken against them.
- (c) In pursuit of its aim to be discrimination free the Club shall abide and adhere to The Race Relations Act, (1976), Sex Discrimination Act (1975), and The Disability Discrimination Act (1995).

## **5. Club Membership**

- (a) The members of Riverside United JFC shall comprise of those people directly involved in football activities and the organisation of football activities within the Club, namely, players, coaches/managers, and committee members. Members of the Club shall be listed in the Club's register of members which shall be kept and maintained by the Club Secretary.
- (b) Any member that resigns or is subject to expulsion from Riverside United JFC shall have their name removed from the Club's register.
- (c) The FA and Leicestershire and Rutland County FA shall be given access to the Club's register of members on demand.
- (d) An annual membership fee will be collected from players prior to the commencement of the footballing calendar. The said fee will be set by the Club committee at a reasonable rate as stated in the Club rules.
- (e) The Club Committee shall have the authority to levy further subscriptions from its members providing it does not cause such a hardship to members that would result in exclusion as stated in Club rules.
- (f) A Club member who fails to abide by the Club's Code Of Conduct shall be liable to have sanction imposed upon them as is stated in the Club's Disciplinary Procedure. All matters regarding misconduct will be dealt with by the Club's Disciplinary Panel. The Club Disciplinary Panel shall reserve the right to expel any member when, in its opinion, it would not be in the interest of the Club for them to remain a member. An appeal against such a decision will be heard by the Club Committee on the receipt of a written appeal application.
- (g) A member who resigns or is expelled shall not be entitled to claim any, or a share of the income and assets of the Club (the "Club Property").

## **6. Codes of Conduct**

### **(a) Coaches/Team Officials**

- (i) Coaches/Team Officials must respect the rights, dignity and worth of every person and treat each equally within the context of the sport.
- (ii) Coaches must place the well-being and safety of each player above all other considerations, including the development of performance.
- (iii) Coaches will adhere to all guidelines laid down by governing bodies.
- (iv) Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.



- (v) Coaches/Team Officials must not exert undue influence to obtain personal benefit or reward.
  - (vi) Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
  - (vii) Coaches must ensure that the activities they direct, or advocate are appropriate for age, maturity, experience, and ability of players.
  - (viii) Coaches should, at the outset, clarify with the players (and where appropriate, parents) exactly what is expected of them and also what they are entitled to expect from their coaches.
  - (ix) Coaches must cooperate fully with other specialists (e.g. other coaches, officials, scientists, doctors, physiotherapists) in the best interest of the player.
  - (x) Coaches must always promote the positive aspects of the sport (e.g. Fair Play) and never condone violations of the Laws of the Game, behaviour contrary to the spirit of the Laws of the Game or relevant rules and regulations or the use of prohibited substances or techniques.
  - (xi) Coaches/Team Officials must consistently display high standards of behaviour and appearance.
  - (xii) Coaches/Team Officials must not tolerate or use bad language.
- (b) Players**
- (i) A player should make every effort to develop his own sporting ability in all areas of the game.
  - (ii) Players should give maximum effort and strive for the best performance at all times.
  - (iii) Players should always try to set a positive example to others.
  - (iv) Players should refrain from using all forms of gamesmanship and time-wasting.
  - (v) Players should not use foul or abusive (racially or otherwise) language to members of his own team, opponents, match officials, managers, or supporter.
  - (vi) Players should make every effort consistent with Fair Play and the Laws of the Game to help his/her team to win.
  - (vii) Players should know and abide by the Laws, Rules, and spirit of the game.
  - (viii) Players should always accept success and failure, victory, and defeat equally.
  - (ix) Players should resist any temptations to take banned substances or use banned techniques.
  - (x) Players should treat opponents with respect at all times, irrespective of the result of the game.
  - (xi) Players should avoid using violence and refrain from rough play and help injured opponents.



- (xii) Players should always accept the decisions of Match Officials without protest and show them due respect at all times.
- (xiii) Players should always abide by the instructions of their Coach and Team Officials.
- (xiv) Players should show due respect towards the Team Officials and supporters of the opposition.

**(c) *Parents/Supporters***

- (i) Parents/Supporters should always try and set a positive example whilst they are attending Club activity, and refrain from displaying poor behaviour or using foul or abusive language.
- (ii) Parents/Supporters should be positive in their encouragement at all times, and applaud the opposition as well as their own team.
- (iii) Parents/Supporters should show due respect to Match Officials at all times.
- (iv) Parents/Supporters should avoid coaching from the touchline.
- (v) Parents/Supporters should keep a safe distance away from the touchline and avoid entering the pitch even if their child is injured.

**7. Disciplinary procedure**

- (a) Riverside United Junior Football Club requires all club members to conduct themselves in an exemplary manner, and to adhere to the club's Code of Conduct whilst they are representing the club.

- (a i) Any member of Riverside United JFC whose conduct fall short of that set out in the Club's Code Of Conduct, whilst representing the club, may be subject to sanctions being imposed upon by a disciplinary panel. The club has therefore constructed the following disciplinary procedure to ensure that any serious breaches of the Club's Code Of Conduct are dealt with fairly and efficiently.

**(b) *The Disciplinary Panel***

The Disciplinary Panel will consist of 3 members of the club committee. The Panel shall have the power to impose sanctions, financial or otherwise, upon members who appear before them.

**(c) *Disciplinary Hearings***

- (c i) A club member who is required to appear before The Disciplinary Panel will be notified in writing not less than 14 days before the date of the hearing. The written notification will state the reason/reasons why the member is required to appear before the Disciplinary Panel.
- (c ii) A club member who is required to appear before The Disciplinary Panel will be permitted to have someone accompany them to the hearing and speak on their behalf if they so wish.



**(d) Right To Appeal**

- (d i)** A club member who has sanctions placed upon them by The Disciplinary Panel will have the right to appeal against the panel's decision providing, the appeal request is made in writing and submitted to the club secretary within 7 days of the hearing date.
- (d ii)** Any Sanctions imposed by the panel will be suspended until the appeal has been heard.
- (d iii)** The decision of an appeal hearing will be final and there will be no further right to appeal.

**8. Club Committee**

- (d)** The Club Committee shall consist of the following people: a Chairperson, Vice Chairperson, Secretary, Treasurer, Child Welfare Officer, League Secretaries, and 4 to 6 further people who pursue an active interest in the Club.
- (e)** Each Club Officer/Committee Member may hold office for an unspecified duration and may only be removed from Office by a vote of Club members at an Annual General Meeting (AGM), or an Extraordinary General Meeting (EGM). Any outgoing member may be re-elected providing they are proposed and seconded by existing Committee members.
- (f)** The Club Committee shall be responsible for the management of the Club as a whole. All decisions will be made by a simple majority of those Committee members in attendance. In the event of a tie, the Chairperson shall have the casting vote.
- (g)** If the Chairperson is not in attendance, the meeting shall be Chaired by a Committee Member selected by consensus of the remaining members. A quorum for the transaction of Club business shall consist of the Chairperson and 3 further Committee members.
- (h)** All decisions made by the Club Committee shall be entered into the Minute Book and maintained by the Club Secretary.
- (i)** Club members under the age of 16 may have their views represented by their parental guardian during the voting process.
- (j)** A Member of The Club Committee may call a meeting of the Club Committee by giving 7 days' notice to all members of The Club Committee. The Club Committee shall sit not less than 4 times a year.
- (k)** The Position of Club Officer shall be vacated if such a person is subject to a decision of The FA that such a person be suspended from holding office or taking part in any football activity relating to the administration or management of a football club.

**9. Annual and Extraordinary Meetings**

- (a)** An AGM shall be held in April of each year. The AGM shall comprise of a report of the Club's activities over the previous year; a report of the Club's finances; the election of Committee Members; and the consideration of any other Club business.



- (b) A nomination for election to the Club Committee shall be made by the proposer and the seconder in writing and be received by the Club Secretary not less than 21 days before the date of the AGM. The proposer and seconder must be serving members of the Club Committee.
- (c) An EGM may be called by The Club Committee at any time and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than 5 members stating the purpose for which the meeting is required and the resolutions proposed. Business at an EGM may be any business that is transacted at an AGM.
- (d) The Secretary shall contact Club members not less than 14 days prior to a General meeting stating the proposed resolutions.
- (e) As with a Club Committee meeting, should the Chairperson be unable to attend, the meeting shall be chaired by consensus of the existing Committee members. Similarly, if the Secretary is unable to attend their role will be taken by an existing Committee member, by consensus of The Club Committee.

#### **10. Club Teams**

- (a) Any person wishing to manage a Club team shall only do so at the agreement of The Club Committee.
- (b) All managerial appointments will be made in line with the Club's Child Protection Policy.

#### **11. Club Finances**

- (a) A Club bank account shall be opened and maintained in the name of the Club. The designated signatories shall be the Chairperson, the Secretary, and the Treasurer. No sum shall be drawn from the account unless it is signed by 2 of the 3 authorised signatories. All monies payable to the Club shall be received by the Treasurer and be deposited in this account.
- (b) Club funds and property shall only be used for the furtherance of the Club. The distribution of profits or proceeds gained from the sale of Club property to members is strictly prohibited.
- (c) The Club may provide sporting and related social facilities; sporting equipment; coaching and courses; post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- (d) The Club may also in connection with the sports purpose of the Club:
  - (i) Sell and supply food and drink and related sports clothing and equipment.
  - (ii) 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).
- (e) The Club shall keep and maintain a record of its accounts showing the Club's financial position, including the assets and liabilities of the Club. The Club shall keep the said records for 6 years and make them available to The FA as and when required.



- (f) The Club shall prepare an annual "Financial Statement" and provide The FA with a copy should it be requested.

## **12. Dissolution**

- (a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of three-quarters of the members present.
- (b) The dissolution of the Club shall be the responsibility of the Club Committee. Any surplus assets remaining after the discharge of debts and liabilities of the Club shall be transferred to another club, the Parent County Association, or The FA for use by them for related community sports.