

THE PFA YOUTH ADVISORY SERVICE

2019 / 20



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WELCOME

THE ACADEMY PROGRAMME IS GEARED TO NURTURE AN ACADEMY PLAYER'S ALL- ROUND DEVELOPMENT

Congratulations on joining the Academy System - this is an exciting time and a great opportunity for you. The Academy programme is geared to nurture the talent that has been identified in Academy Players and to progress a player's all-round development.

For over 110 years the Professional Footballers' Association (PFA) has been advising players about their rights and responsibilities under the rules and regulations of the game.

The expertise and experience gained by the PFA since its formation in 1907 ensures it is able to provide you with the best independent advice and guidance. Through the PFA Independent Youth Advisory Service, the PFA offers similar guidance throughout your time in the Academy System.

We hope that you make the most of your Academy experience and, above all, enjoy the opportunity that has been presented to you.

If you have any questions regarding the Academy System or the rules and regulations then please do not hesitate to get in touch with the PFA for free, confidential advice.

T 0161 236 0575

E youthadvisory@thepfa.co.uk

THE PROFESSIONAL FOOTBALLERS' ASSOCIATION

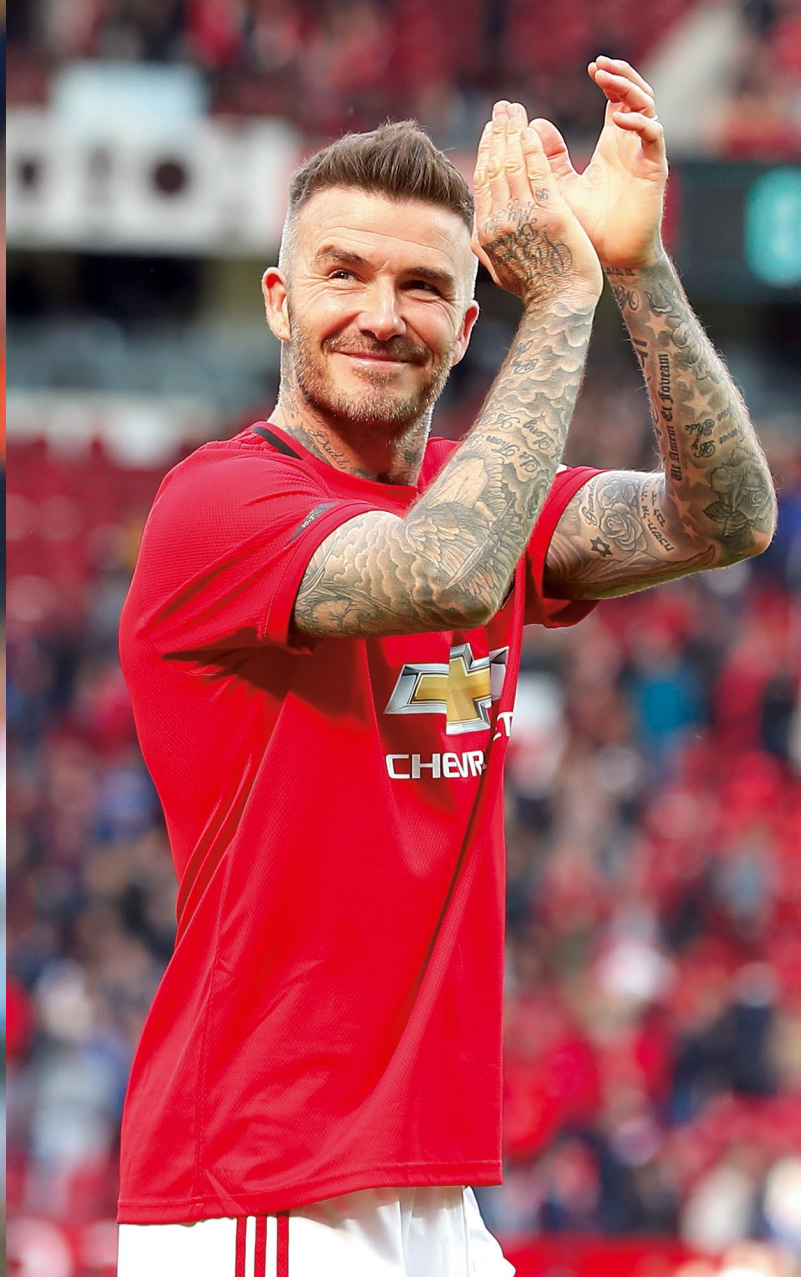


- The oldest established sportsperson's trade union in the world (founded in 1907).
- Involved both nationally and internationally in every aspect of a player's career.
- The aim of the PFA is to protect, improve and negotiate the conditions, rights and status of all professional football players through the collective bargaining agreement.
- To join the PFA for the current season, a player must be on a Scholarship Agreement or a full contract playing in the Premier League, English Football League, Conference National or WSL.
- Once you are a member of the PFA you are a member for life.
- The PFA has 5,000 current members, including 1,500 scholars, and 50,000 former members.
- Directly and indirectly, the PFA employs over 100 people throughout its numerous departments, which can assist in key areas both on and off the field.



“THE CHALLENGES OF THE MODERN GAME ARE CLEAR AND IN CRITICAL AREAS LIKE WELLBEING AND TRANSITION, THE PFA HAS SUCH AN IMPORTANT ROLE IN SUPPORTING MEMBERS”

GARETH SOUTHGATE OBE, ENGLAND MANAGER



“THE PFA ARE SUCH A BIG PART OF THE GAME AND SUCH A GREAT SUPPORT FOR PLAYERS - BOTH YOUNG AND THE OLDER GENERATION. IT'S SPECIAL TO HAVE THAT AS PLAYERS”

DAVID BECKHAM OBE, EX-ENGLAND CAPTAIN

THE PFA INDEPENDENT YOUTH ADVISORY SERVICE

**“NO MATTER WHETHER YOU’VE
PLAYED 10 GAMES OR 500 THE
PFA LOOK AFTER YOU, NOT
ONLY IN YOUR CAREER BUT
THROUGHOUT YOUR LIFE”**

RYAN GIGGS OBE

The PFA Independent Youth Advisory Service can offer free, independent advice to Academy Players, trialists and their parents on any issues or factors they may be faced with during their time in the Academy System.

The service provides confidential advice on the following:

- Premier League and English Football League youth development rules
- Academy registration and contractual offers
- Football Association and FIFA rules and regulations
- Scholarship offers
- Time & Distance rules and regulations
- Academy inductions
- End of season procedure
- Requesting release
- Player development and player progression
- Coaching programme
- Education programme
- Compensation rules and regulations
- Player welfare
- Intermediaries

If you have any queries or questions regarding any of the above then please do not hesitate to contact the PFA for completely free, confidential advice.

T 0161 236 0575

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FA YOUTH



Liverpool's next generation celebrate winning the FA Youth Cup in April 2019.

JOINING AN ACADEMY CLUB / TIME & DISTANCE RULES / REGISTRATION PROCESS

When signing with an Academy Club, all parties are expected to complete an Academy registration form and Code of Conduct. Details such as proof of the Academy Player's home address and date of birth will be required, as well as a photograph of the player.

It is important to understand that a commitment is being made between yourself and the Academy Club, which will see you officially register with the Academy Club for a period of time.

The period of time that an Academy Player remains with an Academy Club is dependent on age. The age group you will join is determined by the age you will be on 31 August. The duration of your registration is dependent on the time of year when the Academy Club approaches you to register.

Between Under 9 and Under 16 you can only be registered with an Academy Club if you live within a limited travel time of the Academy Club's location:

- Foundation phase (U9s-U11s): 1-hour travel time
- Youth Development phase (U12s-U16s): 1.5-hours travel time

For Academy Players engaged on the Full-Time Training Model between the U14 and U16 age groups there are no travel limitations.

Once a registration form has been signed and returned to the issuing Academy Club they will notify the relevant league (Premier League/English Football League).

Upon receiving an application to register a player, the League will immediately issue a player and his parent/guardian a copy of the Parents Charter - usually via email with a read-receipt, or by recorded delivery if no email address is provided.

Should you decide to cancel the registration agreement, you must make contact with the relevant league within seven days. During this time you may be coached by and play for the Academy Club during this initial seven-day period, as you are officially registered with the Academy Club. It is important to understand that during the seven-day period you are not permitted to make contact with any other Premier League/English Football League Academy Club.

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If you have any questions on joining the Academy System and the process involved then please do not hesitate to make contact for completely free, confidential advice.

T 0161 236 0575

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Everton's U18s in action against Sunderland at Goodison Park during the third round of the FA Youth Cup in December 2018.



THE ACADEMY SYSTEM DEVELOPMENT PHASES

The Academy System has three phases of development that Academy Players can join and leave. Each stage provides a different level of learning to aid and support the progress into the professional game. The Academy System will support an Academy Player's talent that has been identified and will also support education, wellbeing and personal development.

**FOUNDATION
DEVELOPMENT
PHASE**

U9S-U11S

**YOUTH
DEVELOPMENT
PHASE**

U12S-U16S

**PROFESSIONAL
DEVELOPMENT
PHASE**

U17S-U21S

England's Miguel Azeez
takes on Holland's Naci
Unuvar during the 2019
UEFA European U17
Championship match.



FOUNDATION PHASE

(U9S-U11S)

When joining the Academy at the Foundation phase your registration will be for a one-year period. The registration documentation that will be completed at a Premier League Academy Club would be a PLYD Form 5. If registering with an English Football League Academy Club then a YD4 Form would be completed.

On or before the third Saturday in May, at the end of each season, your Academy Club will inform you whether they intend to retain or terminate your registration for the following season. This will be in a PLYD Form 8 (Premier League Academy Club) or a Form 30 (English Football League Academy Club).

**AT THE END OF EACH SEASON
YOUR ACADEMY CLUB WILL
INFORM YOU WHETHER THEY
INTEND TO RETAIN OR
TERMINATE YOUR REGISTRATION**

If the Academy Club inform you that they wish to retain your registration – and you are happy to remain registered with the Academy Club – then no further action is required and your registration will continue for a further period.

Should you wish to decline an offer of extended registration then you must inform both the Academy Club and the relevant league in writing by the first Saturday in June. Please be aware that if you choose to decline the offer of extended registration and a new Academy Club wishes to register you, the new Club will have to pay compensation to your previous Academy Club.

If you receive the notification from your Academy Club that they do not wish to extend your registration then on receipt of this notice you will be free to seek registration with a new club. Your registration will then be terminated on the first Saturday in June.

If you have any questions on the Foundation phase, or on the rules and regulations that will apply then please do not hesitate to contact the PFA for free, independent advice.

T 0161 236 0575

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Chelsea's Foundation
phase youngsters in action
against their Norwich
City counterparts.



YOUTH DEVELOPMENT PHASE (U12S-U16S)

At the Youth Development phase your registration will be for a one-year period, apart from at the U13s and U15s age groups where Academy Players will be registered for a period of two years.

The registration documentation that will be completed at a Premier League Academy Club is the PLYD Form 5. If you are registering with an English Football League Academy Club then a YD4 Form would be completed.

For Academy Players registered in the U12s and U14s age groups, on or before the third Saturday in May at the end of the season your Academy Club will inform you whether they intend to retain or terminate your registration for the following season. This will be in a form PLYD Form 9 (Premier League Academy Club) or a Form 30 (English Football League Academy Club).

As in the Foundation phase, should your Academy Club inform you that they wish to retain your registration - and you are happy to remain registered with the Academy Club - then no further action is required and your registration will continue for a further period.

Should you wish to decline an offer of extended registration you must inform both the Academy Club and the relevant league in writing by the first Saturday in June. Be aware that if you choose to decline the offer of extended registration and a new Academy Club wishes to register you, the new Club will have to pay compensation to your previous Academy Club.

If you receive the notification from your Academy Club that they do not wish to extend your registration then on receipt of this notice you will be free to seek registration with a new club. Your registration will be terminated on the first Saturday in June.

If you have any questions on the Youth Development phase, or on the rules and regulations that will apply, then please do not hesitate to get in touch with the PFA for free, independent confidential advice.

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YOUR REGISTRATION WILL BE FOR ONE YEAR, APART FROM AT THE U13 AND U15 AGE GROUPS WHERE REGISTRATION IS FOR TWO YEARS

16-year-old Fulham and England midfielder star Fabio Carvalho in action during an Academy match vs Aston Villa.



PROFESSIONAL DEVELOPMENT PHASE (U17S-U21S)

At the Professional Development phase your Academy Club will notify you if they would like to offer you Scholarship terms. An offer of a Scholarship can be recorded at the earliest stage on or after 1 January in the year in which you reach the age of 14 – or before 31 December in your U16s year.

Having received an offer of a Scholarship it is always advised to thoroughly read through any documentation that you may be about to sign, as well as obtaining copies for your own records. An Academy Player must respond to the Academy Club making the offer within 28 days, otherwise it will be considered that the offer has not been accepted. When an Academy Club makes an offer of a Scholarship Agreement, if the offer is rejected and you subsequently

register with another club compensation may then be determined outside of the compensation formula (page 24).

If you are in the U16s age group and have not received an offer of a Scholarship on or before 31 December then you will be at liberty to seek registration with another Academy Club. Any potential new Academy Club wishing to register you will not have to pay any training compensation to your previous Academy Club.

An Extended School Boy agreement can be made to an Academy Player at the end of his U16s season. This is usually made following an offer of a Scholarship being made and declined by an Academy Player due to educational reasons. An Academy Player who enters into an Extended School Boy agreement would need to ensure that they are engaged on a full-time academic course, which would see the player train with the club in between his academic timetable.

**IT IS ALWAYS ADVISED TO
THOROUGHLY READ ANY
DOCUMENTATION THAT YOU
MAY BE ABOUT TO SIGN**

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If you have any questions on the Professional Development phase please do not hesitate to make contact with the PFA for free, confidential advice.

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Mason Greenwood is the latest graduate from Man Utd's Academy to be promoted to the first-team squad by boss Ole Gunnar Solskjaer.



EDUCATION PROGRAMME

Throughout your time in the Academy System your education is vitally important. Your Head of Education will oversee and monitor your academic progress and liaise with your school to make sure your football commitments do not damage your academic progress. Within the Academy System there are a variety of training models that may be offered to you dependent on your age and your Academy Club's status.

PART-TIME TRAINING MODEL

You will attend your school on a full-time basis and in the main you attend your Academy Club in the evenings, at weekends and during holidays. Your Academy Club will keep in regular contact with your school and discuss and address any issues that may arise as a consequence of you being trained at the Club's Academy.

HYBRID TRAINING MODEL

You may be released from school to attend your Academy Club for part of your weekly timetable, depending on your age and your Academy Club's programme. An agreement must be reached between your school, parents and Academy Club and extra help will be provided by your Academy Club to support your academic studies. Your Academy Club will liaise with your school at least every six weeks to address any issues concerning your education that have arisen or may arise as a consequence of being trained at the club's Academy.

FULL-TIME TRAINING MODEL

If you are offered a full-time place at your Academy Club, you will receive both your football training and your education through the Academy Club. Your academic needs will be met by a local school and your Academy Club will

make a detailed assessment of your educational needs and work with your previous and new school to ensure your curriculum meets government requirements.

An Academy Player's academic progression will be monitored by the Academy Club with details updated and displayed on the Performance Clock (see page 20) at least every 12 weeks.

If you are offered a place on the full-time programme, your Academy Club will also extend your registration, which will last up until the end of your secondary school education. A full-time place may also require you to live away from home, which will be discussed and arranged by your Academy Club.

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If you have any questions on education then please do not hesitate to get in touch with us at the PFA for free, confidential advice.

T 0161 236 0575

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WITHIN THE ACADEMY SYSTEM THERE ARE A VARIETY OF TRAINING MODELS THAT MAY BE OFFERED TO YOU DEPENDENT ON YOUR AGE

Man City's Tom Dele-Basjiru and Adrian Bernabe battle for the ball during the UEFA Youth League match against Lyon.



COACHING HOURS / PERSONAL PROGRESS

The category of Academy Club and stage that you enter into the Academy System will, to a degree, determine the coaching contact time you will receive. The number of coaching sessions available to you should increase as you develop through the age groups and phases of development.

The Academy Club will advise you which coaching curriculums will be available to you as there is close integration with an Academy Player's education. The education training model that you are on will also determine the number of hours coaching you receive each week - and when in the day those training sessions will take place.

Your Academy Club will continually monitor your progression via regular performance reviews. Once you join the Academy System your progress will be recorded on a Performance Clock.

The Performance Clock is your record of personal progress and achievement available to you through your coaches. It will also be used to develop your specific needs and tailor your individual training programme.

- U9s-U11s: every 12 weeks
 - U12s-U18s: every 6 weeks
 - U19s-U21s: such frequency as required for players' developmental needs
-

If you have any questions on coaching in the Academy System please contact us for free, confidential advice.

T 0161 236 0575

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**YOUR ACADEMY CLUB WILL
CONTINUALLY MONITOR YOUR
PROGRESS VIA REGULAR
PERFORMANCE REVIEWS**



A Professional Development phase coaching session for Liverpool's Academy players.

MOVING ACADEMY CLUB / INDUCEMENTS

While you are under registration with an Academy Club it is important to understand that you are not permitted to contact any other Premier League or English Football League club. Likewise, other Premier League or English Football League clubs and scouts must not make any attempt to directly or indirectly approach you or any person connected with you.

Upon an application to register an Academy Player, the league, in its absolute discretion, may investigate any application that they receive, making sure they are completely satisfied that no breach in Youth Development Rules has occurred. During this investigation a player is not permitted to train or play until the process has been concluded.

**WHILE YOU ARE UNDER
REGISTRATION YOU ARE NOT
PERMITTED TO CONTACT ANY
OTHER PREMIER LEAGUE OR
ENGLISH FOOTBALL LEAGUE CLUB**

If you are registered with a Category 1 Academy Club and move to another Category 1 Academy Club (as well as other certain movements) you and your parents and the two relevant Academy Clubs will be required to undergo an exit review to discuss the circumstances of the move.

As well as this, you and your parents, together with your new Academy Club, would be expected to sign a declaration that no inducement has been paid or offered to you or anyone connected with you to encourage the move.

During this process you will not be able to train or play for the new Academy Club until it has been ensured that all the Youth Development Rules have been complied with.

An Academy Club may not attempt to induce you or anyone connected to you, whether by way of financial gain or some other benefit in kind, to attempt to convince you to register with them.

If you have any questions on inducements or you are moving Academy Club then please do not hesitate to make contact with us for free, confidential advice.

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REQUESTING RELEASE

During a registration period you may only be released if all parties are in agreement (the Academy Club, Academy Player and Parents). Any desire to leave an Academy Club should be initially raised with the club's Academy Manager.

Consideration should be taken when requesting your release as there may be compensation payable should you terminate your registration with your current Academy Club and register with a new Academy Club in the future.

It is important to check and clarify any cancellation forms that you are issued with, while understanding the implications once they have been completed and signed.

Information regarding the Academy complaints procedure can be provided and guidance on the steps within this process should you wish to raise a complaint and leave an Academy Club.

As an alternative, any party may ask the relevant league to provide a binding decision on a request to cancel a registration by making a written application providing detailed reasons for the request to the league's board.

**IT IS IMPORTANT TO CHECK
AND CLARIFY ANY
CANCELLATION FORMS THAT
YOU ARE ISSUED WITH**

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If you have any questions or you are considering requesting release then please do not hesitate to make contact with us for free, confidential advice.

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COMPENSATION

Compensation is money paid by your new Academy Club to your previous Academy Club for the training and development costs that your former Academy Club has incurred during your development.

Compensation does not apply should you leave an Academy Club with compensation rights being maintained and return back to grassroots football. It will only apply should you register with another Academy Club in the future.

Academy Players and their parents and guardians are not permitted to pay the compensation fees and will have no involvement in negotiations that Academy Clubs may enter into. Compensation fees can be negotiable but this would be an agreement between the two Academy Clubs.

Academy Clubs are required to calculate compensation based upon an annual fixed fee (see 'formula' table). This relates to the age group of the Academy Player and the category of Academy that the Academy Player was registered with. However, this formula may not apply if a player is subject to a scholarship offer.

ACADEMY CLUBS ARE REQUIRED TO CALCULATE COMPENSATION BASED ON AN ANNUAL FIXED FEE

COMPENSATION FORMULA TABLE

All categories of Academy Clubs

£3,000 per season between U9s to U11s age group

Category 1 Academy Clubs

£40,000 per season between U12s to U16s age group

Category 2 Academy Clubs

£25,000 per season between U12s to U16s age group

Category 3 Academy Clubs

£12,500 per season between U12s to U16s age group

Academy Clubs can also be entitled to additional fees known as contingency compensation. These may apply should you be offered a professional contract and achieve a number of first team appearances, which are set according to the divisional status that they are achieved in.

If you have any questions regarding compensation and the effects if you are considering requesting release then please do not hesitate to make contact with the PFA for free, confidential advice.

T 0161 236 0575

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Chelsea paid compensation to Ipswich Town for striker Charlie Brown when he made the switch between the two academies.

PLAYER DEVELOPMENT / TRIAL OPPORTUNITIES

During your time at an Academy Club your development will be monitored throughout. It is important to understand the rates in which players join and leave the Academy System and make sure you enjoy your time as an Academy Player and the opportunity presented to you.

Players and parents must be aware that while some Academy Players will progress through the academy system, the majority will not and at some stage each player will need to rely on their educational achievements.

If your club decides to release you then they will provide the relevant support and guidance to manage your exit from the Academy Club.

TRIALS

The purpose of a trial is for the player to experience the Academy environment and for the Academy Club to view the player ahead of potentially offering him a period of registration as an Academy Player.

A player's trial period at an Academy Club can last for up to eight consecutive weeks, a Club may make a request to the League to extend a trial period for an additional four weeks. Such request must be made at least one week before the trial period is due to expire and the player on trial and his parent must consent to such request.

During a trial period a trialist is not permitted to register with another Club (or club) during the first seven weeks of

the initial eight-week trial period, but at any time the trialist can choose to terminate an extended trial period that they are subject to.

Before a trial commences, the required Premier League (PLYD Form 2) or English Football League (YD8 Form) trialist forms must be completed and sent by the Academy Club to the relevant League.

ENGLISH FOOTBALL LEAGUE U16S ASSESSMENT TRIALS

As an Under 16 Academy Player you may receive notice that your Academy Club will not be offering you a Scholarship. To provide a further opportunity to obtain registration with a different Academy Club, the English Football League stages Under 16 assessment trials.

Usually, these trials are held during the half-term week in February. The Assessment Trials are attended by scouts from various Academy Clubs and education establishments.

In order for you to be able to attend the trials, you must have been registered at a Premier League or English Football League Academy Club and have been notified about the offer of a Scholarship Agreement (on or before 31 December). If you are not offered a Scholarship Agreement, you will be eligible to attend the trials without any registration restrictions with the releasing club also needing to nominate you to attend.

LEAGUE FOOTBALL EDUCATION ASSESSMENT TRIALS

At the end of your two-year Scholarship, if you are not

offered a professional contract with your club you may be able to attend the LFE Assessment Trials. The Assessment Trials provide an opportunity for players to be viewed by scouts from professional and non-league clubs as well as higher education institutions from both the UK and the USA.

The trials are held on a regional basis usually either during the end of April or beginning of May in each year.

After the trials have taken place, the LFE will notify those players who have attracted any interest from scouts – usually within two weeks of the final trial date having taken place.

THE PROFESSIONAL FOOTBALLERS' ASSOCIATION TRANSFER LIST

The PFA Transfer list is available to PFA members who have been informed that they will not be offered a professional contract by their club.

To submit details to the PFA Transfer List, the player will need to go online at www.thepfa.com and visit the 'Members Area'. The player will then be able to create an account, which will require their individual PFA number.

Once created, a profile will be uploaded on to the PFA Transfer List, which is accessible to clubs in all four tiers of professional football in England, but also attracts interest from much further afield. International enquiries have come

from the MLS in America, Australia's A-League and the Scottish Premier League, and even from leagues in India, China, UAE and Singapore.

If you have been released or have any questions regarding trial opportunities then please do not hesitate to make contact with the PFA for free, confidential advice.

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THE PURPOSE OF A TRIAL IS FOR THE CLUB TO VIEW THE PLAYER AHEAD OF POTENTIALLY OFFERING REGISTRATION

PLAYER REPRESENTATION

1 All existing licenses held by agents lost their validity on 1 April 2015. Previously to this date, individuals were required to pass an examination to officially be able to represent players.

2 Any individual wishing to represent a player can do so if they have paid a yearly subscription fee to the FA and have not previously been declared bankrupt.

3 An intermediary (formerly known as an agent) acts on behalf of a player or a club and may represent a player and/or a club in contractual negotiations.

4 Any individual wishing to represent a player must now be registered with the Football Association (FA) as an intermediary.

5 A list of all FA registered intermediaries can be found on the FA's website, yet this does not mean that they have been vetted and are approved.

6 A player cannot be represented by an intermediary before the first day in January on the year of their 16th birthday. Intermediaries may provide advisory services prior to this but they are not an essential requirement for a future in professional football.

7 It is advised to always date any representation agreement that you sign, while ensuring that you receive a copy of the agreement for your own records.

8 A representation agreement between players and intermediaries under the age of 18 must be counter signed by the player's parent or legal guardian.

9 Any players entering into a representation agreement are advised to consider taking independent legal advice or to make contact with the PFA at the earliest stage.

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If you receive an approach or have any questions regarding a representation agreement then please do not hesitate to make contact with us for free, confidential advice.

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ANY INDIVIDUAL WISHING TO REPRESENT A PLAYER MUST NOW BE REGISTERED WITH THE FA AS AN INTERMEDIARY



“HAVING UTILISED THE PFA AND THE PFA PLAYER MANAGEMENT DEPARTMENT THROUGHOUT MY CAREER, I HAVE BEEN ABLE TO RECEIVE PROFESSIONAL ADVICE AND GUIDANCE WITH MATTERS BOTH ON AND OFF THE PITCH DURING MY TIME AS A PLAYER”

JAMES MILNER, LIVERPOOL & ENGLAND



“WITH THE MODERN DAY GAME, WITH SO MANY AGENTS INVOLVED IT’S VERY EASY TO IGNORE THE STRENGTH OF YOUR OWN UNION. I THINK IT’S AN OVERPLAYED SITUATION IN TERMS OF THE AGENT’S ROLE, WHEREAS THE PFA PROVIDE A LOT OF INFORMATION AND SUPPORT”

SIR ALEX FERGUSON, EX-MAN UTD MANAGER



THE PFA SAFETY NET

- Helping young players with the challenges of playing academy football.



➤ [GO TO THEPFA-SAFETYNET.COM](https://www.thepfa-safetynet.com)

Register to access confidential advice, support & videos.



KEY CONTACTS

The Professional Footballers Association (PFA)
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www.thepfa.com

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The Football Association (FA)
Wembley Stadium, PO Box 1966, London, SW1P 9EQ

T 0800 169 1863.
E info@thefa.com
www.thefa.com

.....

The Premier League (PL)
30 Gloucester Place, London, W1U 8PL

T 020 7864 9000.
www.premierleague.com

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The English Football League (EFL)
EFL Operations Centre, EFL House, 10-12 West Cliff,
Preston, PR1 8HU

T 01772 325800.
E enquiries@efl.com
www.efl.com

.....

The League Football Education (LFE)
EFL House, 10-12 West Cliff, Preston, PR1 8HU

T 01772 326870.
www.lfe.org.uk

