



**Harlow Town Football Club**

**2023-2024 Season**



*If we behave positively  
during practice and matches,  
our children will too.*

*By setting a good example, we'll help  
build a supportive environment in which  
everyone can enjoy themselves.*

## **Play Your Part** (Code of Conduct)

### **Spectators and Parents/Carers**

**Play your part and support  
The FA's Code of Respect:**

**I will:**

- Have fun; it's what we're all here for!
- Celebrate effort and good play from both sides
- Always respect the Referee and coaches and encourage players to do the same
- Stay behind the touchline and within the Designated Spectators' Area (where provided)
- When players make mistakes, offer them encouragement to try again next time
- Never engage in, or tolerate offensive, insulting or abusive language or behaviour
- I will make myself familiar with safeguarding practices & review guidance on **physical contact** (5.6) & **Acceptable Behaviours When Working With Young People** (5.7) documents on the safeguarding section of [EnglandFootball.com](http://EnglandFootball.com)

**I understand that if I do not follow the Code,  
I may be:**

- Issued with a verbal warning or asked to leave
- Required to meet with the club committee, league or CFA Welfare Officer
- Obligated to undertake an FA education course
- Requested not to attend future games, be suspended or have my membership removed
- Required to leave the club along with any dependents and/or issued a fine



# Play your best. Be your best.

Make sure you and everyone  
around you has a good time  
on and off the pitch.

## Play Your Part (Code of Conduct)

### Young Players

Play your part and support  
The FA's Code of Respect:

When playing football, I will:

- Always play my best for the benefit of the team
- Play fairly and be friendly
- Play by the rules and respect the Referee
- Shake hands with the other team - win or lose
- Listen carefully to what my coach tells me
- Understand that a coach has to do what's best for the team
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club
- Encourage my team mates
- Respect the facilities home & away

I understand that if I do not follow the Code, I may:

- Be asked to apologise to whoever I've upset
- Receive a formal warning
- Be dropped, substituted or suspended from training



**we ONLY  
do Positive.**



## **HARLOW TOWN FOOTBALL CLUB ADDITIONAL RULES**

(To be read in conjunction with the RESPECT Code of Conduct)

### **Harlow Town Football Club agree to:**

- Provide kit to players. This kit remains the property of the player and should only be used for the purpose supplied.
- Provide adequate training equipment for weekly training sessions to be delivered (balls, bibs, cones etc)/
- Provide a safe environment for training sessions or matches (3G or grass pitch).
- Provide weekly training sessions with coaches that meet the criteria set by Harlow Town Youth + FA requirements and matches for a football season, unless conditions outside of our control prevent that i.e. adverse weather conditions.
- To ensure sufficient insurance is in place as required by the County FA.
- To provide access to a Welfare Officer.

### **Players agree to:**

- Turn up to all training sessions on time, unless advised to the manager in advance.
- Attend all matches, both home and away unless advised to the manager in advance.
- Follow the Club's Code of Conduct.
- Not to speak to other clubs without permission from the manager or secretary.
- Not to publish any results, or means to indicate any results, for any matches up to and including U11 teams using any avenue of communication, including social media.
- Not to make any comments on social networking sites which is deemed offensive, threatening, violent, discriminatory or that brings the game into disrepute. I understand that Harlow Town Football Club reserves the right to exclude any player, parent(s) or representative of that individual should this occur. This could also lead to charges brought by the County FA if reported.

### **Parents/carers agree to:**

- Ensure that your child(ren) attend training on time and are collected at the end of each session.
- Ensure that your child(ren) is available for matches at whatever time or location as agreed by the manager.
- Ensure fees are paid when they become due directly to the club treasurer.
- Ensure that any player fines incurred while playing matches are paid within 14 days of the match in which it occurred. Non-payment will mean the player will be suspended from play until settled.
- Allow the player to take responsibility for his/her own equipment, i.e water bottles, shin pads, sun cream etc, to aid their development. Making decisions for themselves helps them make decisions on the pitch.
- Not to speak to other clubs without permission from the manager or secretary.
- Not to publish any results, or means to indicate a result, for any matches up to and including U11 teams, using any avenue of communication, including social media.
- Not to make any comments on social networking sites which is deemed offensive, threatening, violent, discriminatory or that brings the game into disrepute. I understand that Harlow Town Football Club reserves the right to exclude any player, parent(s) or representative of that individual should this occur. This could also lead to charges brought by the County FA if reported.
- Follow the club's Code of Conduct for Supporter's, Parents and Carers and ensure you are a good example to all the players.
- Ensure the club is notified immediately of any personal data that needs to be updated to ensure the club holds accurate records in line with the GDPR (General Data Protection Regulation).
- Notify your child's team manager and secretary if your child intends to leave the club so your child's records are updated on the club database.
- Arrange for the immediate return of any kit or equipment supplied by Harlow Town Football club (the club) should your child leave.
- Accept that failure to return any kit/equipment if my child leaves will give the club the right to invoice me the cost of replacement items.

<b>Harlow Town FC Membership Application Form 2023/24</b>	Squad Number	Age Group
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Player Surname	Player First Name	Player Date of Birth
Home Address (inc. post code)		

	Parent/Guardian 1	Parent/Guardian 2
Name		
Home Phone Number		
Mobile Phone Number		
E-mail address		

Emergency Contact Details		
Name	Home Phone Number	Mobile Phone Number
Medical Details (please indicate if the player has any medical conditions we should be aware of e.g., asthma)		

Kit Requirements									
Shirt	4-6	8-10	12	14	S	M	L	XL	2XL
Shorts	4-6	8-10	12	14	S	M	L	XL	2XL
Socks	12-2	3-6	7-11						

Official use only:

Copy of ID received	Photo received	League ID number

		Tick
1	If my son/daughter is injured whilst playing football/travelling to and from football events and I cannot be contacted on the given number, I hereby give my consent for my child to receive medical attention.	
2	I agree to be bound by and to observe the club Rules and Code of Conduct and the Rules and Regulations of the Football Association Limited and County Football Association and all Competitions in which the Club participates. All club policies can be found on our website: <a href="http://www.harlowtownfootballclub.co.uk/d/documents.html?group_id=857">http://www.harlowtownfootballclub.co.uk/d/documents.html?group_id=857</a>	
3	I agree to the inclusion of my sons/daughter's name and image on the Harlow Town FC Web Site on the understanding that their name will not be associated directly or indirectly with any image.	
4	I agree that the Club and Coaches (linked to my sons/daughter's development) may move my child between teams within their age group or one above for the benefit of their development.	
5	I am aware that it is a league requirement that we fulfil all published fixtures as a team, as such I will provide the coach with 1 months' notice of holiday commitments within the playing season so that squads can be managed appropriately. Failure to do so may result in the club being financially penalised by the league something which we retain the right to pass on accordingly.	
6	I understand that in registering my child with Harlow Town Youth FC, I, the undersigned will also be registered as a member of Harlow Town Football Club.	
7	I understand that my child will not play all home games at the Arena.	
I understand that in signing this agreement, I/We agree to pay Harlow Town Football Club Limited a total of:		Please tick as appropriate
a	£375 to re-register my child with the youth setup	
b	£405 to register my child with the youth setup for the first time	
c	£575 to re-register my 2 children with the youth setup	
d	£650 to register my 2 children with the youth setup for the first time	
e	£850 to re-register my 3 children with the youth setup	
f	£950 to register my 3 children with the youth setup for the first time	

**For current HTFC Youth Players:**

- Current Harlow Town Youth FC players will be given priority to re-register.
- The cost to current Harlow Town Youth FC Members is just £375 as stated above, providing that this amount is paid up in line with agreement to have this complete amount paid up within 2 months of initial registration.
- Upon registration to the club, a down payment of £175 will be required to secure your child's place within the youth setup. Followed by two further payments of £100 within 2 months of initial registration.
- Missed registration payments will result in your child's place within the youth setup becoming available.

**For new HTFC Youth Players:**

- The cost to new Harlow Town Youth FC Members is just £405, providing that this amount is paid up in line with agreement to have this complete amount paid up within 2 months of initial registration.
- Upon registration to the club, a down payment of £205 will be required to secure your child's place within the youth setup. Followed by two further payments of £100 within 2 months of initial registration.
- Missed registration payments will result in your child's place within the youth setup becoming available.

Please Note – should payments not be made in accordance with the above, the Club retains the right to suspend my child from all football until all such arrears have been paid to date. Refunds on the above registration payment(s) will only be considered if a player sustains a long-term injury and is unable to complete the playing season or if a family moves home away from a reasonable traveling distance from the Club. The level of refund will be determined by the unexpired element of the season less the upfront costs that the club incurs. Any further scenarios will be considered by the Club owners who will sanction at their discretion.

Signed	Print Name	Date
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