

# NORFOLK COUNTY FA

## CHARTER STANDARD MANUAL 2018-19







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# INTRODUCTION

Welcome to the 2018-19 Norfolk FA Charter Standard Manual.

Whether you have just achieved the award or maintained it for another season, congratulations! We are very pleased to have you on board and a part of our ever expanding FA Charter Standard family.

Achieving this award is testament to your club and league's hard work and dedication to ensuring Norfolk football continues to raise its standards for the safety of the volunteers, players and development within your environment.

As the FA Charter Standard family in Norfolk increases it is important that everyone works hard to maintain the high standard of football we all provide and not to become complacent with the FA Charter Standard Award.

Being an FA Charter Standard Club or League means you are highly valued in the bigger picture of Norfolk football and with this comes plenty of opportunities, support and initiatives to thank you and to help future developments.

From all of us here at Norfolk FA, thank you for the work you have done and continue to do and good luck for this season.

Stacey Annison  
**Senior Football Development Officer**



# 2017-18 OVERVIEW

- 8 Clubs achieved the FA Charter Standard accreditation
- Horsford FC became an FA Charter Standard Community Club
- 87 Norfolk FA Charter Standard Clubs were visited by Norfolk FA Board of Directors, Council Members and Staff Members
- 5 Transition Festivals were delivered educating 79 teams, 158 managers/coaches and at least 756 players pre-season
- 24 Charter Standard In-Service Workshops were delivered, impacting 494 grassroots volunteers
- 10 new FA Level 1 coaches started their journey following the Introduction to FA Level 1 workshop they attended
- 32 Norfolk FA Charter Standard Clubs signed up to be a part of the Smokefree Sidelines initiative
- Norfolk FA Charter Standard Clubs received a total of **£57,367.00** funding from Norfolk FA, The FA and the Football Foundation



# ADMINISTRATION REQUIREMENTS

Annual General Meetings should be held ahead of the new season and here are the following items that should be on the agenda;



Running your club or league is not always an easy task, here are some top tips you may be missing and could really benefit from implementing.



# COMMITTEE STRUCTURE REQUIREMENTS

All Charter Standard Clubs and Leagues must have the following Committee Members;

- Chairperson
- Secretary
- Treasurer
- Charter Standard Co-ordinator
- Welfare Officer  
(Excluding Charter Standard Adult Clubs)
- Referee Officer - Leagues only

## What if the committee structure is too small for what we offer?

If you offer a large football provision, if you haven't done so already, you should consider setting up sub-committees or working groups to not only 'spread the load' but to ensure all aspects of the game are being considered, looked after and developed.

Here are a couple of examples;

Development sub-committee or working group that focus on;

- Charter Standard
- Participation at the club/league
- The football workforce

Administration sub-committee or working group that focus on;

- General running of the club/league
- Safeguarding & Welfare
- Discipline & Respect

## How do sub-committees or working groups work?

These groups would meet on a regular basis and may consist of managers, coaches, parents and/or club volunteers. Meetings would be minuted and a representative from this group would attend the club / leagues committee meeting to feedback discussions for decisions to be made or actions to be delegated.





# CHARTER STANDARD CLUB ASPIRATIONS

Aspiring to make the step up to the next Charter Standard Award – fantastic!

The following will give you an insight into what you'll need to do, if you're a season or two away from a particular status get in touch and we will support you with an action plan to help you reach that goal.

## Charter Standard Adult Club to a Charter Standard Club



- Affiliated youth team/s
- Club must identify and elect a Designated Club Welfare Officer
- Club must adopt the Safeguarding Procedures & Policies
- Inform Norfolk County FA of club change

## Charter Standard Club to Charter Standard Development Club



- Make contact with Norfolk County FA
- Ensure you meet the team, coach and club criteria
- Club to create a 3 Year Development Plan

## Charter Standard Development Club to Charter Standard Community Club



- Make contact with Norfolk County FA
- Ensure you meet the team, coach and club criteria
- Club to review and renew the 3 Year Development Plan





# CLUB & LEAGUE DEVELOPMENT

Development should always be a priority for a club or league, no matter how big or small.

Whether it is to grow or retain, improve current facilities or to provide a better playing provision, the longevity of the club or league should be of importance and the points below are to spark some thought.

Should you want to look to further develop your club or league we would be very happy to provide support in order for those aspirations to be achieved!

## RUNNING YOUR CLUB OR LEAGUE

To ensure the club or league has the appropriate structure, the right people and processes in place that allows it to operate effectively and efficiently.

## RETAIN & INCREASE PARTICIPATION

To support and retain all existing players and teams within the club or league and look to develop opportunities where gaps in provision exist locally and introduce new male and female players to the game.

## DEVELOPING THE FOOTBALL WORKFORCE

To recruit, develop and retain volunteers that support team, club and league development. Look at developing a support structure within the club or league to ensure they continue to develop, learn and remain motivated.

## IMPROVED PLAYING & TRAINING FACILITIES

To identify and secure the required facilities for fixtures and training, catering for the expected growth identified in the development plan.



# EDUCATION VIA CHARTER STANDARD

Education is back with a bang again this season for all who hold the FA Charter Standard Award.

A Norfolk FA Charter Standard In-Service Calendar is available for the benefit of grassroots football in Norfolk, providing access to free workshops throughout the 2018-19 season. To find out more information or to book onto these workshops visit our page on the [NorfolkFA.com](http://NorfolkFA.com) website or access it **here** digitally.

The Charter Standard In-Service Menu is there for clubs and leagues to organise a workshop or course to be delivered internally, so if the comprehensive In-Service Calendar doesn't quite meet the needs and demands of your club or league the opportunity is there to meet that demand.

There is something for everyone and is available to support those clubs and leagues that want to develop and strive to do better.



## NORFOLK COUNTY FA CHARTER STANDARD IN-SERVICE CALENDAR 2018-19



SEPTEMBER 2018				
Date	Time	Workshop/Event	Facilitator	Information/Link To Book
Saturday 1 September	09:00	Annual Health Check - Open		<a href="#">Click here</a>
Saturday 1 September	08:45 - 1:00	TV 7 Transition Football (L1/L2/L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Saturday 1 September	12:45 - 1:00	TV 7 Transition Football (L1/L2/L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Saturday 2 September	08:45 - 1:00	TV 7 Transition Football (L1/L2/L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Saturday 2 September	08:45 - 1:00	TV 7 Transition Football (L1/L2/L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Saturday 2 September	08:45 - 1:00	TV 7 Transition Football (L1/L2/L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Friday 4 September	19:00 - 21:00	Invitation to be a Coaching Volunteer	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Wednesday 24 September	19:00 - 20:00	Chair for Standard Video B	Combe (League over/term)	<a href="#">Click here</a>
OCTOBER 2018				
Monday 1 October	09:00	New Info PA: FCV & Club of Support 1 Panel (Round 1)		<a href="#">Click here</a>
Monday 1 October	19:00 - 20:00	Video at Cornhill 2019 Video B	Combe (League over/term)	<a href="#">Click here</a>
Friday 19 October	09:00 - 16:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Wednesday 24 October	09:00 - 16:00	PA: Junior Football Leagues (L1-L3)	Pro FOC	<a href="#">Click here</a>
Friday 26 October	09:00 - 16:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Wednesday 24 October	18:30 - 20:00	Unit Workshop	Gover/Barn/Team FC	<a href="#">Click here</a>
NOVEMBER 2018				
Monday 12 November	18:30 - 20:00	Unit Workshop	ST Andrews FC	<a href="#">Click here</a>
Wednesday 28 November	19:00 - 21:00	League Chair for Standard Club Forum	Pro FOC	<a href="#">Click here</a>
DECEMBER 2018				
Monday 3 December	18:30 - 20:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Friday 7 December	18:30 - 20:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
JANUARY 2019				
Monday 28 January	18:30 - 20:00	Invitation to be a Coaching Volunteer	Alvo/Lokano, Lynn/Spe I	<a href="#">Click here</a>
Thursday 21 January	17:00	Annual Health Check - Open		<a href="#">Click here</a>
FEBRUARY 2019				
Monday 4 February	09:00	Football Foundation - Green the Game Grant 2019		<a href="#">Click here</a>
Thursday 21 February	09:00 - 16:00	New Info PA: FCV & Club of Support 1 Panel (Round 2)		<a href="#">Click here</a>
Friday 22 February	18:30 - 21:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
MARCH 2019				
Monday 4 March		New Info PA: FCV & Club of Support 1 Panel		<a href="#">Click here</a>
APRIL 2019				
Monday 12 April	09:00 - 16:00	Football Foundation - Green the Game Grant 2019		<a href="#">Click here</a>
Friday 12 April	19:00 - 21:00	TV 7 to TV 7 Support 1 Workshop	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Monday 19 April	09:00 - 16:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Wednesday 24 April	18:30 - 20:00	TV 7 to TV 7 Support 1 Workshop	Alvo/Lokano, Lynn/Spe I	<a href="#">Click here</a>
MAY 2019				
Saturday 4 May	17:00	FCV FA Volunteer's Cup Final	Worthington/Leadbury, London	<a href="#">Click here</a>
Friday 17 May	19:00 - 21:00	TV 7 to TV 7 Support 1 Workshop	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Saturday 18 May	17:00	Football Pickups (L1-L3) @ C&H H	Worthington/Leadbury, London	<a href="#">Click here</a>
Wednesday 22 May	18:30 - 20:00	TV 7 to TV 7 Support 1 Workshop	Alvo/Lokano, Lynn/Spe I	<a href="#">Click here</a>
Wednesday 29 May	09:00 - 16:00	PA: Junior Football Leagues (L1-L3)	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
JUNE 2019				
Monday 3 June	09:00	New Info PA: FCV & Club of Support 1 Panel		<a href="#">Click here</a>
Friday 7 June	21:00	TV 7 to TV 7 Support 1 Workshop	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Friday 7 June	18:30 - 20:00	Football Pickups (L1-L3) @ C&H H	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Monday 12 June	19:00 - 21:00	TV 7 to TV 7 Support 1 Workshop	Pro FOC/OP/SP/SL/Adams	<a href="#">Click here</a>
Wednesday 13 June	18:30 - 20:00	TV 7 to TV 7 Support 1 Workshop	Alvo/Lokano, Lynn/Spe I	<a href="#">Click here</a>
Wednesday 13 June	19:00 - 21:00	TV 7 to TV 7 Support 1 Workshop	Pro FOC	<a href="#">Click here</a>

If you have not received this information, please ensure you contact us via the Norfolk FA Charter Standard email address, [charterstandard@NorfolkFA.com](mailto:charterstandard@NorfolkFA.com).

# ANNUAL HEALTH CHECKS

The FA Charter Standard Award focuses on best practice and maintaining high standards and therefore clubs are requested to complete an Annual Health Check every season.

The Health Check process should be regarded as a positive tool to maintain and keep on top of records, volunteers and constitution. The Annual Health Check also demonstrates to potential club members that a rolling programme of development is adhered to and that the club/leagues take its achievement of the FA Charter Standard Award seriously.

## 2018-19 Annual Health Check Process;

<b>1 September – 31 January</b>	All team official qualifications are updated: FA Level 1 / FA Level 2 courses are booked to attend FA Emergency Aid courses are booked to attend FA Safeguarding Children is renewed online FA CRC's are renewed
<b>1 February – 31 March</b>	County FA to award Annual Health Checks once all team official qualifications are up to date or booked
<b>1 April</b>	FA Charter Standard accreditation will lapse if the Annual Health Check cannot be awarded

## Documents required to be sent in by Charter Standard Leagues;

- League Constitution
- Previous AGM minutes
- Financial overview (previous seasons)
- Most recent bank statement
- Most recent committee meeting minutes

Documents required to be sent in on top of meeting the team and coach criteria on the WGS;

## ALL Charter Standard Clubs

- Club Constitution
- Previous AGM minutes
- Financial overview (previous seasons)
- Most recent bank statement
- Most recent committee meeting minutes

These documents must be sent to **charterstandard@NorfolkFA.com** by 31 March of each season.



# MONITORING CHARTER STANDARD

The standards achieved in becoming an FA Charter Standard Club or League need to be maintained, not only does this include administration and following the FA Respect programme, clubs and leagues need to ensure team officials and those with regular contact with children are qualified and a process is put in place to keep these standards of administration, coaching and behaviour high.

## Charter Standard Monitoring Visits

<b>What is this?</b>	A match day visit to observe youth teams from Charter Standard Clubs	
<b>Why is it done?</b>	<ul style="list-style-type: none"><li>• Team official qualification check</li><li>• Match officials checked</li><li>• FA Respect implemented</li><li>• Norfolk County FA get to meet and greet grassroot volunteers and offer support</li><li>• Observe the match day environment</li><li>• To provide feedback to highlight good practice or areas to improve</li></ul>	
<b>When?</b>	Throughout the season and at summer tournaments	
<b>How?</b>	Norfolk County FA members have to populate a report during or post visit, this is sent to the Norfolk County FA Charter Standard lead where an action plan (if necessary) is sent to the Charter Standard Co-ordinator along with the report	
<b>Who?</b>	Norfolk County FA Board of Directors Norfolk County FA Council Members Norfolk County FA Staff Members	

## Charter Standard In-Service Calendar

The attendances at these In-Service events are kept so that we can gain a better insight as to which Charter Standard Clubs and Leagues are dedicated to training and developing their teams, managers and volunteers.

## Monitoring Charter Standard

Everything detailed within this manual is logged and monitored against each club to create a bigger picture of what great work our Charter Standard Clubs and Leagues are doing, where improvements need to be made and to help identify further benefits we can provide.

All visits and observations are collated on our own County FA Charter Standard database and reviewed regularly as the Football Development Team are always looking to develop and raise the standards within the Charter Standard programme to support and not hinder development, we need and want the Award to be worth having rather than easily achieved and forgotten.

# FA RESPECT SANCTIONS

The FA Charter Standard Discipline & Respect process runs in conjunction with the FA Disciplinary Procedures, to reflect the higher standard of behaviour and conduct that is expected and required of Charter Standard Clubs.

## HOW IT WORKS

Any team that accumulates a number of Qualifying Offences of the Respect Code of Conduct will be liable for sanction as outlined below.

Qualifying Offences include:

- Caution for dissent
- Dismissal for abusive, offensive or insulting language
- Any proven charge of Misconduct by Players or any occupants of the technical area on a match day

## THE PROCESS

Stage 1	6 incidents	A warning is sent to the club from the County FA as part of the FA Respect Sanction process.
Stage 2	10 incidents	A second warning will be sent to the club and a club action plan created to address the issues on their 10 incidents.
Stage 3	15 incidents	Clubs will be called in front of a Charter Standard Working Party (CSWP) where the club's action plan from Stage 2 will be discussed. The CSWP will provide the club with an action plan and review dates. The FA Charter Standard accreditation may be suspended between 3-12 months.
Stage 4	20 incidents	Clubs will be called in front of the CSWP. Club may lose its FA Charter Standard accreditation for a first offence but should be given an action plan to follow in the first instance. For a 2nd offence the Club will lose the FA CS accreditation and will not be allowed to re-apply within 12 months.

Please be aware that the above sanctions are in addition to any action that may be taken under the FA Disciplinary Regulations. For more information and for guidance on best practice, visit the Charter Standard page on the [NorfolkFA.com](http://NorfolkFA.com) website or digitally access it **here**.



# SAFEGUARDING CHILDREN

**Ken D’Rosario**

E: Ken.D’Rosario@NorfolkFA.com M: 07777 607567

Designated Safeguarding Officer

Norfolk County FA acknowledge our responsibility to safeguard the welfare of every child and young person who takes part in all football related activities and events. We are committed to ensure that everyone involved in and entrusted to our care are provided a safe environment to participate in.

The key principles of the FA Safeguarding Children Policy are that:

- The child’s welfare is, and must always be, the paramount consideration and at the centre of all that we do
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Working in partnership with other organisations, children and young people and their parents or carers is essential

Norfolk County FA looks to Charter Standard Clubs to live best practice to provide a framework by which people in and around the club are clear at to raising concerns and providing a safe environment for children to participate in football.

By implementing the Safeguarding Policy and Procedures; Codes of Conduct; Anti-Bullying and Whistleblowing Policies; Best Practice Guidelines for Recruitment of Staff and Volunteers; Guidance on the use of Photography, Images and Videos; and Guidance for the support and care of children on Trips and Tours, Club Welfare Officers will have in place an infrastructure that gives clear support to everyone engaged with the club.

All youth clubs must have a fully qualified Club Welfare Officer (CWO) in place throughout the season. The CWO must have attended the Safeguarding Children Workshop, Welfare Officers Workshop and have an accepted FA Criminal Records Check (CRC) to maintain their status. Failure to ensure this is maintained could see clubs facing sanctions from the FA.

All coaches and other individuals with regular contact with children and young people at clubs must hold a valid in date FA CRC, and where they are directly engaging with the children must have attended a Safeguarding Children Workshop or online training session within the previous 3 years.

Full details of the requirements on individuals can be found by visiting the following website:

[www.thefa.com/football-rules-governance/safeguarding](http://www.thefa.com/football-rules-governance/safeguarding)

Find all of the FA Best Practice Guidelines to download by visiting the following website:

<http://www.thefa.com/get-involved/more/respect/respect-resources>



**MAKE FOOTBALL SAFE, NOT SORRY**  
**Safeguarding is the Responsibility of Us All**



# #smokefreesidelines

Why parents and other spectators are being asked to refrain from smoking tobacco or e-cigarettes when watching youth football...

**Kids copy behaviour. Please don't make smoking look 'normal'.**

**Tobacco use is the leading cause of preventable death in Norfolk**



**85**

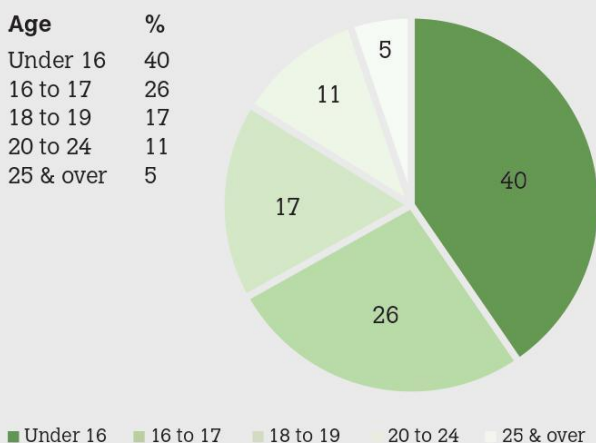


Norwich play parks became voluntary smoke-free zones in August 2016. Parks in Breckland and Broadland have also adopted the concept.

**Approximately 1 in 6 people in Norfolk are Smokers**



**Age at which adults in England started smoking regularly, 2011**



## Why smoking is harmful

### Cancer

Mouth/Lips  
Throat  
Voice box (larynx)  
Oesophagus  
Bladder  
Kidney  
Liver  
Pancreas  
Stomach

### Heart and Circulation

Coronary Heart disease  
Heart attack  
Stroke

### Lungs

Chronic obstructive pulmonary disease (COPD)  
Pneumonia



**Children who grow up with a parent or family member who smokes are**

**3X** more likely to start smoking themselves.



Quit support contact



**SMOKEFREE**  
NORFOLK

**0800 0854 113**

# FA CHARTER STANDARD LEAGUES



## **Anglian Combination League**

Chris McCullough  
Mccullough4321@gmail.com



## **Norfolk Women's & Girls Football League**

Annette Champion  
nettichamps@gmail.com



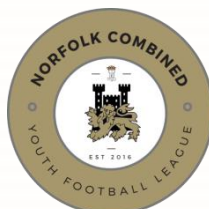
## **Norfolk & Suffolk Youth Football League**

Shaun Platten  
s.platten@virginmedia.com



## **The Mid Norfolk Youth Football League**

Janice Garner  
Jegarner767@gmail.com



## **Norfolk Combined Youth Football League**

Karen Ward  
Karen.ward@ncyfl.co.uk



# FA CHARTER STANDARD ROLL OF HONOUR

AC Mill Lane F.C.	Great Yarmouth Town F.C.	Poringland Wanderers Youth F.C.
Acle Rangers F.C.	Harleston Town F.C.	QH Panthers F.C.
Acle United F.C.	Harleston Youth F.C.	Red Rose F.C.
Attleborough Town F.C.	Harling Colts F.C.	Redgate Rangers F.C.
Aylsham F.C (Ltd)	Heacham F.C.	Reepham Town F.C.
Bacton F.C.	Heigham Park Rangers F.C.	Reffley Youth F.C.
Bawburgh F.C.	Hellesdon F.C.	Rocklands Youth F.C.
Belton F.C.	Hempnall F.C.	Salhouse Rovers F.C.
Blofield United F.C.	Hemsby F.C.	Scole United F.C.
Blofield United Youth F.C.	Hethersett Athletic F.C.	Sheringham F.C.
Bohemians F.C.	Hickling F.C.	Shouldham Youth F.C.
Bradenham Wanderers F.C.	Hillside Rovers F.C.	Shrublands Juniors F.C.
Brooke Juniors F.C.	Hindringham F.C.	South Creak F.C.
Bulldogs F.C.	Hingham Athletic F.C.	South Walsham F.C.
Bure Valley Wildcats F.C.	Holly Meadows Youth F.C.	Spixworth Youth F.C.
Buxton F.C.	Holt United F.C.	Sprowston Athletic F.C.
Caister F.C.	Holt United Youth F.C.	Sprowston F.C.
Caister Roma F.C.	Horsford United F.C.	Sprowston Wanderers F.C.
Castle Acre Swifts F.C.	Horsford Youth F.C.	St Andrews F.C.
Clenchwarton F.C.	Hoveton Wherryman F.C.	Stalham Town F.C.
Cobholm F.C.	Hungate Rovers Youth F.C.	Stalham Youth F.C.
Costessey Sports F.C.	King's Lynn Community F.C.	Stoke United Youth F.C.
Cringford F.C.	Lakeford Rangers Juniors F.C.	Surlingham Tornadoes F.C.
Cromer Adult & Youth F.C.	Litcham Youth Club F.C.	Swaffham Town F.C.
Cromer Town F.C.	Loddon United F.C.	Swanton Morley F.C.
Denver F.C.	Long Stratton F.C.	Tacolneston F.C.
Dereham Saints Youth F.C.	Martham F.C.	Tasburgh United F.C.
Dereham Town FC	Mattishall F.C.	Taverham F.C.
Dereham Town Youth F.C.	Mattishall Youth F.C.	Terrington Tigers Youth F.C.
Dersingham Rovers F.C.	Morley Youth F.C.	Thetford Rovers F.C.
Diss Town F.C.	Mulbarton Wanderers F.C.	Thetford Town F.C.
Docking Rangers F.C.	Mundford F.C.	Thornham F.C.
Downham Town F.C.	Narborough F.C.	Thorpe Rovers Youth F.C.
Drayton Youth F.C.	Necton F.C.	Thorpe United F.C.
Dussindale Rovers F.C.	New Buckenham Junior F.C.	Thorpe Village F.C.
Earsham F.C.	Newton Flotman F.C.	Toftwood United Youth F.C.
East Coast Warriors F.C.	Norman Wanderers F.C.	UEA F.C.
East Harling F.C.	North Elmham F.C.	Walpole Community Youth F.C.
East Ruston F.C.	North Walsham Town F.C.	Watlington Sports & Social Club F.C.
Easton F.C.	North Walsham Youth F.C.	Watton Juniors F.C.
Fairstead Community F.C.	Norwich CBS F.C.	Watton United F.C.
Fakenham Town F.C.	Norwich CEYMS F.C.	Wells Town F.C.
Feltwell Youth F.C.	Norwich City Ladies F.C.	West Winch William Burt F.C.
Filby & Runham F.C.	Norwich Corinthians F.C.	Woottons (The) F.C.
Firside Athletic F.C.	Norwich United Youth F.C.	Worstead Wolves Youth F.C.
Freethorpe F.C.	Old Catton F.C.	Wroxham FC
Gayton United F.C.	Old Catton Juniors F.C.	Wymondham Town United F.C.
Gorleston F.C.	Ormesby Lads F.C.	Wymondham Town F.C.
Gorleston Rangers F.C.	Poringland Wanderers F.C.	Yelverton F.C.





## FOOTBALL DEVELOPMENT

<b>Ian Grange</b>	Facilities, Investment & Development Manager	Ian.Grange@NorfolkFA.com
<b>Kate Dixon</b>	Football Workforce Coordinator	Kate.Dixon@NorfolkFA.com
<b>Stacey Annison</b>	Senior Football Development Officer	Stacey.Annison@NorfolkFA.com
<b>Harry Diggins</b>	Football Development Officer (Women's & Girls')	Harry.Diggins@NorfolkFA.com
<b>Rachel Cossey</b>	Football Development Officer (Inclusion)	Rachel.Cossey@NorfolkFA.com

## FOOTBALL ADMINISTRATION

<b>Matt Carpenter</b>	Football Administration Manager	Matt.Carpenter@NorfolkFA.com
<b>Sophie Grosse</b>	Football Administrator (Leagues & Registrations)	Sophie.Grosse@NorfolkFA.com
<b>Matt Lemmon</b>	Football Administrator (Discipline)	Matt.Lemmon@NorfolkFA.com
<b>Thomas Constance</b>	Football Administrator (Competitions)	Thomas.Constance@NorfolkFA.com
<b>Hannah Boyd</b>	Football Administrator (Registrations)	Hannah.Boyd@NorfolkFA.com
<b>Ken D'Rosario</b>	Designated Safeguarding Officer	Ken.D'Rosario@NorfolkFA.com
<b>David Robinson</b>	Referee Development Officer	David.Robinson@NorfolkFA.com
<b>Daryl Godbold</b>	Referee Appointments Officer	Daryl.Godbold@NorfolkFA.com

## MARKETING & COMMUNICATIONS

<b>Rebecca Burton</b>	Marketing & Communications Manager	Rebecca.Burton@NorfolkFA.com
<b>Bryn Hughes</b>	Digital Marketing Apprentice	Bryn.Hughes@NorfolkFA.com

## EXECUTIVE TEAM

<b>Gavin Lemmon</b>	Chief Executive	Gavin.Lemmon@NorfolkFA.com
<b>Val Lemmon</b>	PA to the Chief Executive	Val.Lemmon@NorfolkFA.com
<b>Lynnette Bygrave</b>	Finance Officer	Lynnette.Bygrave@NorfolkFA.com
<b>Linda Yorath</b>	Finance Assistant	Linda.Yorath@NorfolkFA.com
<b>the FDC's</b>	theFDC	theFDC@NorfolkFA.com
	theFDC@OpenAcademy	theFDCOpen@NorfolkFA.com
	theFDC@Flegg	theFDCFlegg@NorfolkFA.com



PLAY COACH VOLUNTEER REFEREE

# CHOOSE YOUR ROLE

## #NORFOLKFOOTBALL

