



WELCOME TO WILDCATS GUIDANCE 2020/2021



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INTRODUCTION

INTRODUCTION

WELCOME TO WILDCATS

Wildcats is a national network that will make a significant contribution to giving every girl the earliest opportunity to have a fun, enjoyable introduction to the game; a principal set out in The FA's 2020 - 2024 strategy to inspiring positive change.

Wildcats provides girls ages 5-11 years old, regardless of ability, disability, impairment or health condition, with the opportunity to Have Fun, Make Friends and Play Football. This fun, friendly environment will develop young girls' physical & social skills by encouraging a healthy lifestyle and inspiring them to develop a lifelong love of the game. It could also be the starting point for a future international player, referee/official or coach.

Wildcats has been developed and designed through research, as we know girls have many motivations to play football; for fun, friendship, fitness and family. We need to ensure this programme embraces difference, through its delivery and that Wildcats welcomes girls of all abilities, backgrounds and experiences.

Football has the power to change lives for the better. It can contribute to physical and mental wellbeing; it can provide opportunities to compete and collaborate with others and it can help to shape the place of girls in wider society. So much has been achieved in progressing women and girls'

football at this exciting time. We are delighted with the progress that we are making across the women's game on every front. Yet we recognise this game has so much more potential, which can only be achieved by working together as one team, with one clear overarching plan.

Every single Wildcats provider is so important, in not only transforming the women and girls' game in England, but also changing these young girls' lives. With England being the sole host of UEFA Women's EURO 2022, we hope the journey of our national team in this tournament will inspire more young girls to try and play football. We will be signposting all young girls to find their nearest Wildcats session, so what better time to be a part of this exciting programme!

We wish you the best of luck with your application and look forward to working with you.

Best Wishes
Baroness Sue Campbell DBE

Sue Campbell





PROGRAMME OVERVIEW

WHO CAN APPLY?

WHO CAN APPLY?

Applications are welcomed from any organisation that meets the Wildcats criteria. Providers that have previously delivered Wildcats can apply to run additional Wildcats programmes, in doing so they must continue running the original programme(s) they have set up.

WILDCATS REQUIREMENTS

- ✓ Each provider must use The FA Events system to create sessions and take attendance weekly
- ✓ A provider must deliver for a minimum of 16 weeks a year
- ✓ A provider must operate for at least two years (i.e. a minimum of 16 weeks in EACH year)
- ✓ Each provider must have capacity for a minimum of 30 girls/ participants per session
- ✓ Each session must be a minimum of one hour duration
- ✓ Staffing ratios appropriate to the group must be maintained (see Page 17)

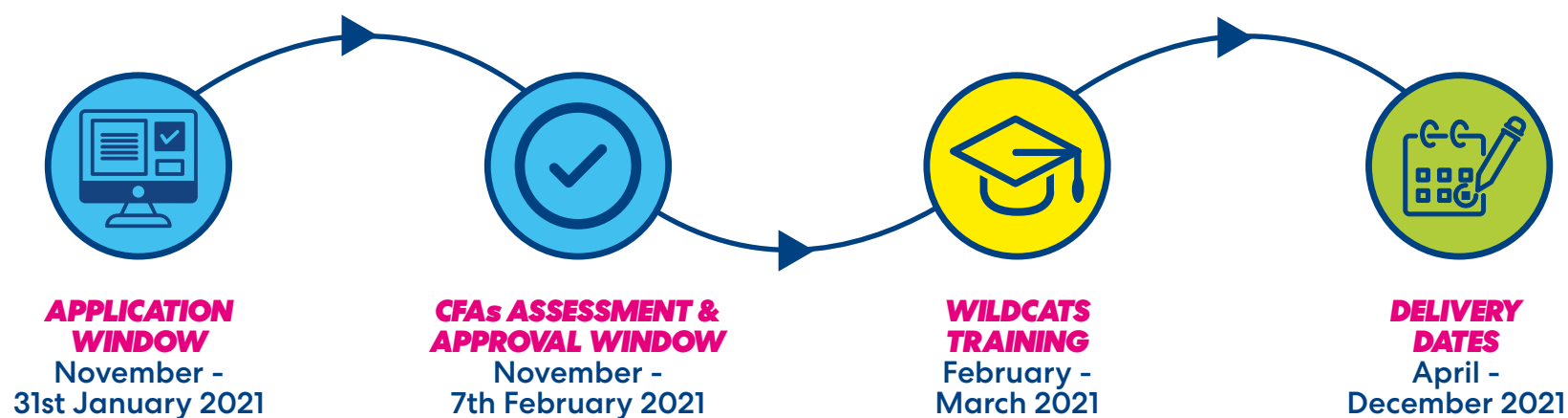
Additional Wildcats programmes must run at a different time, location and must be engaging different participants.

PROVIDERS WILL NOT BE FUNDED TO DELIVER:

- x New programmes to replace existing programmes'
- x Additional sessions for existing players



TIMELINE



DELIVERY - WHAT IS NEEDED?

Our research tells us that girls 5-11 want sessions which are:



Weekly & Warm



Safe & Fun



Fitness



Girls Only

TIMING OF DELIVERY:

Greatest demand for Wildcats is over Spring and Summer (as they are the warmest months and best time of year to engage with the beginner girl). If providers wish to continue with delivery into Autumn and Winter, then we recommend they use an indoor facility to deliver their sessions.

Delivery must be for a minimum of 16 weeks per year.

TYPE OF DELIVERY:

Sessions can be delivered outside or inside, as long as this remains a safe environment and that you comply with all health and safety requirements.



Outside

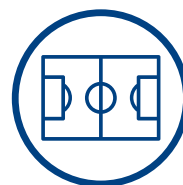
E.g grass, multi use games area, artificial grass



Indoor

Sports hall, school hall

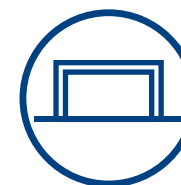
Wildcats sessions can offer futsal as well as, or instead of football, as long as they follow the basic principles below:



Use a surface with a hard court



Play with a Futsal ball



Where possible use Futsal Goals

WHAT SUPPORT WILL YOU RECEIVE

FUNDING



**Start up grant
of £900**

**Distributed in the
following format:**

Year 1 - £600

Year 2 - £300

SUPPORT



Training



**Delivery
Support**



**National Search Engine
& online booking tool**



**Access to Wildcats
Online Community
Network**

KIT & EQUIPMENT



**Nike
Footballs**



Wildcats Bibs



**Wildcats
Banners**



And even more

RESOURCES



**Branded
Marketing Assets**



**Access to online
Activity Pack**



**Session
Resources**



**Access to online
Wildcats Store**

FUNDING

Only new Wildcats providers will receive a start up grant of £900 which will be distributed in the following format;

Year 1 delivery - £600

Year 2 delivery - £300

WHEN DO YOU RECEIVE YOUR WILDCATS FUNDING?

Once approved, funding will be distributed to CFA's

Please contact CFAs directly to access your funding post approval & training.

WHAT CAN I USE MY FUNDING ON?

This funding is for you be creative with delivery, however this must be invested into Wildcats.

You can contact your local CFA for support and ideas on how to best utilise your funding. Below are some examples of how you could spend the funding;



Support
Additional kit & equipment, facilities & staff costs



Player Recruitment
School delivery, festivals, assemblies



Staff Support
Upskilling and recruiting staff (administration, marketing, coaches, volunteers).



Rewards
Bespoke prizes & Wildcats awards

PARTICIPANT FUNDING

Research shows people value sessions more if there is a small charge; plus providers must be self-sustaining after 2 years; therefore we recommend you charge participants up to £3 each session.

If you wish to increase the charge must submit a rationale in writing to the CFA, it is up to the CFAs discretion to allow this.

MONEY CAN'T BUY EXPERIENCES

Being part of Wildcats gives you the opportunity to access unique 'money can't buy experiences' which are exclusively for those involved with Wildcats.

Throughout the year there will be a number of initiatives and campaigns rewarding participants coaches and volunteers. Below are some of the incredible opportunities we have provided in the past for our Wildcats network:

- Visit to St George's Park to meet the Lionesses
- Pitch parade at the Women's FA Cup Final
- BBC filming at a Wildcats session
- Free kit and equipment for session delivery

Make sure you keep in touch with your local CFA throughout the programme to be in with a chance to access these money can't buy experiences-you won't want to miss out!





PROGRAMME CRITERIA

CRITERIA

01. DELIVERY

Commit to 2 years operation, with a minimum of 16 weeks delivery per year



02. SAFEGUARDING

Evidence a safeguarding policy



03. HEALTH AND SAFETY

Evidence a risk assessment and activity check list



04. INSURANCE

Evidence public liability insurance



05. STAFF

Meet and adhere to the staffing criteria throughout delivery of the programme



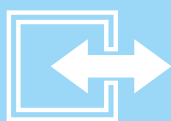
06. SUSTAINABILITY

Be able to describe plans for ensuring sustainability of their sessions post funding



07. ENTRY & EXIT ROUTES

Demonstrate entry and exit routes for participants



08. TRAINING

Attend Wildcats training



09. INCLUSIVE

Be inclusive for all girls to participate regardless of ability, disability, impairment or health condition



10. ACCESSIBILITY

Operate within community hours, to allow accessibility for all



11. PARTICIPANTS

Have capacity for a minimum of 30 participants and all participants must be booked on by their parent /Carer prior to taking part in a session



12. FA TERMS & CONDITIONS

Agree to the FA Terms & Conditions on application, and must operate within the parameters of this agreement

CRITERIA

01. Delivery



Providers must commit to a minimum of 2 years operation. Wildcats is an opportunity for girls to try football for the first time and we must have as many of these opportunities as possible!

Delivery must consist of a minimum of 16 weeks in year 1 (2021) and a minimum of 16 weeks in year 2 (2022).

16 weeks is the minimum requirement, however, delivery can run all year round, the more weeks delivering the better!

It is mandatory for Wildcats deliverers to use The FA's Events platform to create, manage and take attendance at each of their sessions.



CRITERIA

02. Safeguarding (1/2)



ALL WILDCATS PROVIDERS MUST BE ABLE TO EVIDENCE A SAFEGUARDING CHILDREN POLICY

If they do not have a Safeguarding Children Policy they can download The FA's club template 1.4 by visiting;

<http://www.thefa.com/-/media/thefacom-new/files/rules-and-regulations/safeguarding/section-1/1-4-safeguarding-children-policies-and-procedures-templates-colour-version.ashx>

The FA's Safeguarding Children Policy principles must be adhered to by those involved with the delivery of Wildcats and all of its related activities. When working in partnership to deliver football activity, it must be clear how Safeguarding Children Policy principles will be adhered to, and what the process is for recognising and responding to concerns about a child.

The FA Safeguarding Children Policy principles are that:

- The child's welfare is, and must always be, the paramount consideration;
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, faith or sexual orientation;
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately;
- And working in partnership with other organisations, children and young people and their parents and carers is essential.

THE SAFEGUARDING POLICY MUST BE CLEAR ABOUT THE FOLLOWING REQUIREMENTS:

The Referral Process

which includes The FA Case Management Team (Safeguarding@TheFA.com or 0800 0835 902).

Named Designated Safeguarding Officer

responsible for ensuring safeguards are in place and maintained effectively. All staff, parents/carers and players must be made aware as to who this person is and how to contact them. Providers are responsible for messaging the name of DSO & contact info to parents/carers.

Safer Recruitment

including DBS checks; via The FA DBS Unit (checks completed via the Premier League and/or PL Club should make use of The FA portability agreement to comply with the requirement for an FA accepted DBS check)

Safeguarding Training

completion of The FAs Safeguarding Children Training e.g. SCW/WOW. EFL and PL Club DSOs must be up to date with their respective leagues DSO safeguarding training requirements or complete The FAs WOW

REPORTING CONCERNS

Concerns should be reported as quickly and easily as possible. Each Wildcats provider must have a designated safeguarding officer who is clear about the FA referral and whistleblowing procedures.

PREVENTION

It is essential that every Wildcats provider implements preventative safeguarding measures to help create safe and enjoyable environments for every aspect of the proposed activities.

PLANNING, DELIVERY AND COMPLIANCE

All parties must be clear about the safeguarding requirements for Wildcats including who is responsible for what safeguards during i) planning, ii) delivery and iii) compliance monitoring.

CRITERIA

02. Safeguarding (2/2)



Q1: How do I get an FA DBS Check?

(previously referred to as FA CRC)

A: Contact your County FA Designated Safeguarding Officer (DSO) or PL/EFL DSO for further advice and guidance. Alternatively you can contact The FA DBS Unit via (0845 2108080 or email FAChecks@TheFA.com) for further information.

Q2: I already have a check via my PL Club can I use this?

A: If your check is for the child workforce, was completed through your PL Club account with GB Group and there is no content on your DBS Check then simply contact GB Group (0845 2108080 or email FAChecks@TheFA.com) who will be able to port this for you to The FA. You will need to provide your name, DOB, the address you used to complete your check and give consent for GB Group to port your DBS Check to The FA.

Q3: I have registered with the DBS Update Service – do I still have to do an FA DBS Check?

A: If your check is for the child workforce and was completed through your PL Club account with GB Group see the answer to Qu 2. If your DBS Check is for the child workforce and you have registered with the DBS Update service see the answer to Qu 3. If your DBS Check is via any other organisation e.g. a school, church group, volunteering organisation you will still need to complete an FA DBS Check (Children's workforce).

Q4: I already have a DBS Check via another organisation – can I use this?

A: If your Check is for the child workforce and was completed through your PL Club account with GB Group see the answer to Q2. If your DBS Check is for the child workforce and you have registered with the DBS Update service see the answer to Q3. If your DBS Check is via any other organisation e.g. a school, church group, volunteering organisation you will still need to complete an FA DBS Check (Children's workforce).

Q5: How long will it take for my DBS Check to be completed?

A: This depends on a number of things including – if you have applied online or by paper application (which takes much longer), how complex your address history is, if you have a common name, possible delays in the local Police forces and in accessing local records. However generally it will take about 7 working days for your check to be completed.

CRITERIA

03. Health & Safety

04. Insurance

Wildcats is all about having fun and making friends - in a safe environment. Therefore to ensure sessions are operating safely, programme deliverers must evidence the following:

- [H&S Activity Checklist \(FA Template provided\) click here](#)
- [H&S Risk Assessment \(FA Template provided\) click here](#)
- Public liability Insurance
(minimum limit of indemnity of GBP 5 million)

APPLICATIONS WILL NOT BE APPROVED BY THE COUNTY FA UNTIL YOU HAVE EVIDENCE OF THESE DOCUMENTS.



CRITERIA

05. Staff (1/2)



REQUIREMENT

1. There must always be a minimum of two adults (18+) available at any one time, one of which must be a Playmaker entry level or FA level 1 coach, and there must be a minimum of 1 staff member (18+) to every 16 children.
2. Where the children are aged 8 or younger you will require more staff and a minimum of two adults (18+) should always be present (ratio 1:8).
3. If the children have additional needs e.g. learning needs or a disability the ratio should be higher to ensure you can meet the specific needs of any given group.

STAFF ROLES & REQUIREMENTS

Applicant	Lead Coach	Coaches/Volunteers	Designated Safeguarding Officer	Volunteers (U16)	Female Role Model
<p>This role is responsible for completing the application process. This person cannot be directly involved in the delivery of football activity unless they meet the criteria of another specified role namely; lead coach, coach/volunteer or DSO. In this instance they must also provide their details under the relevant role</p>	<ul style="list-style-type: none"> • Must be 18+ • Minimum of The FA Playmaker entry-level or FA level 1 course • In date accepted FA DBS Check (*previously referred to as FA CRC) • FA Safeguarding workshop • FA Emergency Aid qualification 	<p>You must include a minimum of one adult (18+) who holds an in date accepted FA DBS Check*</p> <ul style="list-style-type: none"> • Any Coach or Volunteer over the age of 18 must hold an in date accepted FA DBS Check* • Coaches U18 – coaches aged 16 & 17 can be registered – but they cannot be considered as part of the staffing ratio for 8 sessions as they are not 18+ (you must have parental consent for them to volunteer and must be supervised at all times) 	<ul style="list-style-type: none"> • In date accepted FA DBS Check • Responsible for ensuring safeguards are in place and maintained effectively • Must have attended FA Welfare Officer Workshop (WOW) or PL/EFL relevant DSO training • All staff, parents/carers and players must be made aware as to whom this person is and how to contact them <p>Note - this person can also be the administrator, lead coach or coach/volunteer only if they meet the requirements for the role</p>	<p>The minimum age for a volunteer is 14. If you have volunteers U16, you must adhere to the following:</p> <ul style="list-style-type: none"> • Have parent/carer consent for them to volunteer • Supervise them at all times <p>NB - U16s should not be registered on the system</p>	<p>To increase the number of role models within football and meet the demographic of participants, at least one member of staff should be female, you can recruit this person at any time during year</p>

To successfully submit your online application you will be required to input the following fields which meet the above requirements for each of their roles:

- ✓ Applicant
- ✓ Lead coach
- ✓ Coach/Volunteer
- ✓ DSO

CRITERIA

05. Staff (2/2)



Our staffing criteria for Wildcats 2020/21 is outlined on page 19 these requirements will not change and must be adhered to. For the 2020/21 season we are aware that some FA Education courses are currently limited or not accessible at this current time which may impact you in applying to deliver Wildcats.

The below courses are specifically impacted; however we have created the below interim solution for the 2020/21 season which as a Wildcats deliverer you will be required to adhere to if you wish to be approved as a Wildcats provider.

If you do not comply with the interim solution provided for 2020/21 season you will no longer operate as a Wildcats provider.

STAFF WITH EXISTING FA QUALIFICATIONS

The FA Safeguarding

- If your Safeguarding Children Certificate has or is due to expire you will need to;
- Step 1: Access and complete the Safeguarding re-certification ['online here'](#)

The FA Emergency Aid

- If your FA Emergency Aid Certificate has or is due to expire the following will apply;
- FA Education have provided an extension on all learner FAN records for First Aid (IFAIF) until July 2021
- Step 1: Book onto FA Emergency Aid online course when launched (1st April 2021)
- Step 2: And must complete outstanding FA Emergency Aid qualification by July 2021

The FA Welfare Officer Workshop

- This will be available online in November 2020

STAFF WITH NO CURRENT FA QUALIFICATIONS

The FA Safeguarding

- If you are new to Wildcats and do not currently hold an FA Safeguarding Children Certificate, you will need to;
- Step 1: Complete The FA Playmaker course as interim position, [click here](#) to access this. The Safeguarding For All module is included in this course.
- Step 2: Book onto online FA Safeguarding course when launched (1st April 2021)
- Step 3: Complete outstanding FA Safeguarding qualification by July 2021

The FA Emergency Aid

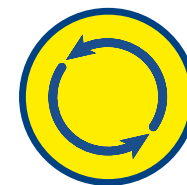
- If you are new to Wildcats and do not currently hold an FA Emergency Aid Certificate, you will need to;
- Step 1: Complete The FA Playmaker course as interim position, [click here](#) to access this. Sudden Cardiac Arrest & Concussion First Aid modules are included in this course
- Step 2: Book onto FA Emergency Aid online course when launched (1st April 2021)
- Step 3: Complete outstanding FA Emergency Aid qualification by July 2021

The FA Welfare Officer Workshop

- This will be available online in November 2020

CRITERIA

06. Sustainability



Wildcats is a great opportunity to welcome new girls into the game, and we want to retain and grow these opportunities as much as possible!

PROVIDERS MUST BE ABLE TO EVIDENCE HOW THEY WILL SUSTAIN THEIR WILDCATS SESSIONS, FOLLOWING THE INITIAL START UP FUND.

WHAT DOES SUSTAINABILITY MEAN?

Sustainable Wildcats programmes are:

RELEVANT, RELIABLE and FINANCIALLY VIABLE



Relevant

Is continuing to offer sessions which are appealing to the target audiences, evidenced by a high number of returning players



Reliable

Running a sufficient number of weeks to ensure it builds a reputation for being open, running and delivering to a high and consistent standard; with sufficient staff to ensure it can accommodate holidays / illness etc.



Financially Viable

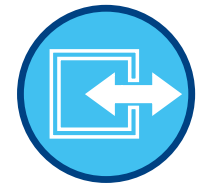
Genuinely covering its costs, including those relating to delivery, facilities, marketing, upskilling staff and administration

QUESTIONS TO CONSIDER IN YOUR SUSTAINABILITY PLAN:

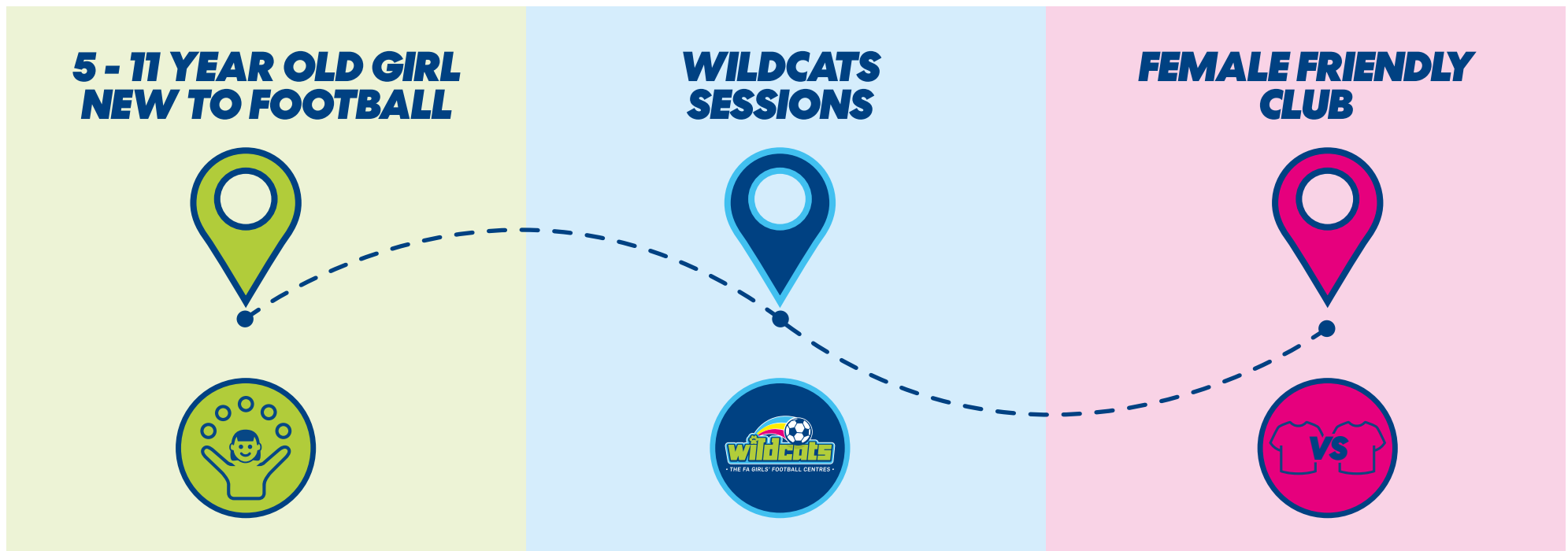
- How much are you going to charge participants?
- How are you going to recruit staff?
- How are you going to involve your parent network?
- What links do you have to wider networks? Clubs, Schools, Colleges, Universities?

CRITERIA

07. Entry & Exit Routes



Providers must demonstrate how they will support the participants journey to and from Wildcats. This will include where participants will be recruited from, and where participants will be signposted to (when ready) to continue playing football in an environment that replicates the Wildcats values.



CRITERIA

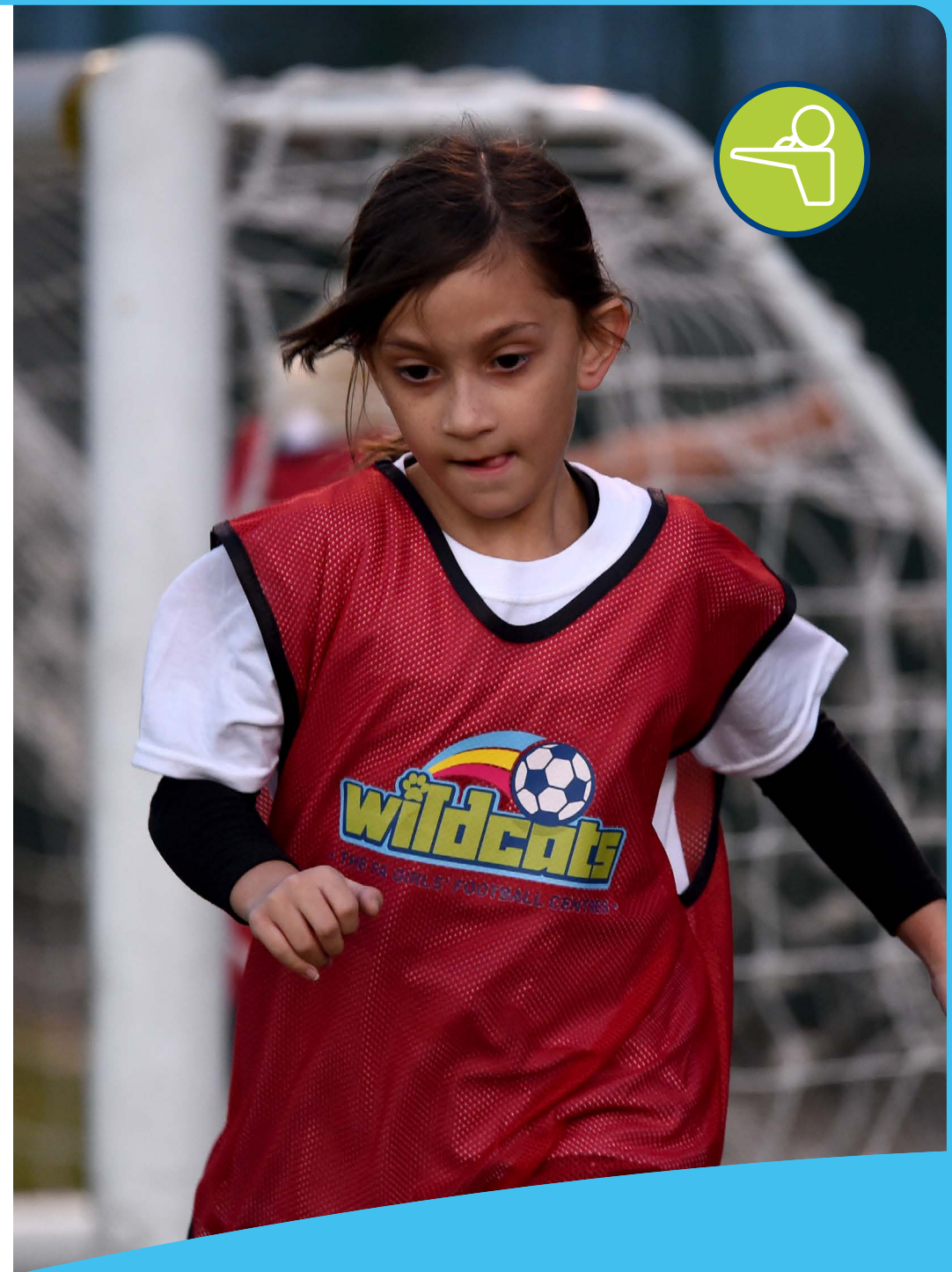
08. Training

PROVIDERS MUST COMMIT TO ATTENDING WILDCATS TRAINING.

Wildcats training will be delivered in Feb/March of 2021, it is mandatory for all New providers to attend and complete training. You will be unable to start any sessions until you have completed this. Please contact the County FA for support or questions regarding training.

Further information and training dates will be distributed in due course.

The training will provide an introduction to Wildcats, provide technical and operational guidance, and advice on how to be sustainable after 2 years.



CRITERIA

09. Inclusive (1/2)



INCLUSIVE SESSIONS

All Wildcats sessions should ensure that they reflect the diversity of the population in local areas and must be inclusive of players with a disability, impairment or long term health condition. With the right support and coaching, players with a disability can achieve their potential, and by recognising everyone as an individual as opposed to an impairment, we believe this is possible.

DISABILITY SPECIFIC PROVIDERS

We really want to ensure Wildcats is FOR ALL, this means as we grow our network we must make sure there are suitable opportunities for disabled girls. Therefore we would encourage you and your delivery team to apply to run a disability specific Wildcats session. We will provide specific resources and training to support your delivery and in addition to this you can access our free online 'Introduction to disability football' module. All of which will help build your knowledge and confidence as you develop your disability specific Wildcats.

All the general principles of how to plan and deliver football sessions and activities are equally applicable when working with players with a disability, impairment or long term health condition. Providers will also need to be aware of some additional factors when working with players with a disability to ensure a safe and enjoyable environment is created but remember the players and their parents/carers will be well aware of their own needs so talk to them to find out what they are.

DELIVERERS WILL NEED TO THINK CAREFULLY ABOUT THE FOLLOWING:

- Whether additional safety checks are necessary.
- Developing a shared plan with your players in terms of goals and expectations - communicate and work together to achieve them.
- How to adapt the way sessions are delivered and organized to include everyone – sessions may need to be simplified.
- The length, intensity and frequency of sessions as well as the drills or activities within each session. (For example, some players with a disability may tire more quickly, others may need regular rests, some have difficulty regulating temperature and need to rehydrate more frequently)

CRITERIA

09. Inclusive (2/2)

PROVIDERS MAY ALSO NEED TO:

Speak to your players and their parents to ensure you know if they have any particular needs and adapt drills and warm-ups accordingly. Remember the STEP principle can help you to adapt your session to include all players, including those with a disability:

- **Space** – Modify the space by increasing or decreasing the area in which a task is to be performed or changing the distance or areas in which to score points
- **Task** – Give different players different tasks, e.g. ball juggling without a bounce and ball juggling with multiple bounces
- **Equipment** – Use different modified equipment to help players of different abilities access learning
- **People** – Modify the numbers within the practice to make it easier or harder to achieve success

Be creative in finding a variety of ways to explain or develop a particular skill. Be prepared to use a range of communication methods and tactics to meet the needs of all your players.

QUESTIONS TO CONSIDER:

- How inclusive is your Wildcats session?
- Is your session representative of the community?
- Does your session offer opportunities for players with a disability?
- Have you contacted your CFA with regards player recruitment, support and how to ensure success?



CRITERIA

10. Accessibility

Wildcats is a community programme, which is designed to give every girl the opportunity to play football. Accessibility is about removing barriers to participation.

These may be:

- Physical Barriers: if young people have Special Educational Needs or Disabilities (SEND)
- Economic Barriers: if young people are from disadvantaged backgrounds we want to make sure some sessions are in locations which don't require much travel; and why we have capped the entry fee at £3
- Logistical Barriers: Wildcats is a community programme and so needs to operate in community hours i.e. outside of school time.

ORGANISATIONS SHOULD SELECT A VENUE AND A START TIME THAT IS ACCESSIBLE FOR PARTICIPANTS.

CAN WILDCATS BE DELIVERED AT SCHOOLS?

Any organisation delivering Wildcats on a school site must ensure that the session is delivered at a suitable time for access for participants from surrounding schools, therefore sessions must allow a minimum of 30 minutes following the school day before starting the session.



CRITERIA

11. Participants



SESSION CAPACITY

Wildcats must demonstrate that they have a minimum capacity of 30 participants.

For example, sessions must have the correct coach ratios for 30 participants and a playing area suitably sized to host 30 participants.

PARTICIPANT TARGET

Sessions should aspire to achieve 30 participants each week over each delivery year. Understandably this may take a number of weeks to achieve, and depends on each local community and type of session, e.g if you are a disability specific provider then we understand the number of participants is likely to be lower than those suggested here.

PARTICIPANT BOOKING/CONSENT

All participants must be booked on to a Wildcats session via The FA online booking system, by their parent/carer, prior to taking part in a session.

- Wildcats deliverers must take attendance at the end of each session.
- Wildcats coaches/ volunteers must have confirmed parent/carer consent to participate;
- All Wildcats sessions must have parent/carer consent for their child to be filmed/photographed; and
- All Wildcats sessions must collect participant data and ensure its retention is in compliance with General Data Protection Regulation (GDPR); medical needs, emergency contact information, any additional needs e.g. support for impairment, learning difficulties.

IT IS MANDATORY FOR ALL WILDCATS PROGRAMMES TO USE THE FA EVENTS SYSTEM.

By using this system you will have/be:

- ✓ GDPR compliant
- ✓ Parental consent
- ✓ Photography/filming consent
- ✓ Participant medical details
- ✓ Parent/Guardian emergency contact information
- ✓ Additional needs information
- ✓ Easy attendance register system

CRITERIA

12. FA Terms & Conditions

Wildcats providers must agree to the FA Terms & Conditions upon application, and must operate within the parameters of this agreement.

The FA Terms & Conditions will be embedded into the online application process, which will provide applicants with the option to read through online or download if required.





CONTACT

CONTACT

County FAs oversee Wildcats in their local area and will be on hand to support you through the application process. You can find your local CFA contact here on the following link:

[TheFA.com/CFAWomensandGirls](https://www.thefa.com/CFAWomensandGirls)

WANT TO BECOME A WILDCATS PROVIDER?



Its as simple as that!



***Thank you for your interest in
delivering Wildcats in 2021,
good luck with your application!***

WILDCATS TEAM



