

The FA Small Sided Football Award Application Form



**SMALL SIDED
FOOTBALL
AWARD SCHEME**





Instructions

Please complete the form by writing in capital letters using blue or blue ink. Completed applications forms should be sent with the appropriate payment to:

The FA Small Sided Football Award Scheme
The Football Association
25 Soho Square
London
W1D 4FA

Application forms sent by fax or email will not be accepted. Incomplete or illegible application forms, or applications that do not include the correct payment, will be returned.

Please refer to the Scheme Guide for further information about the scheme, benefits and criteria.

Eligibility

- The scheme is open to all providers of Small Sided Football, including centres, management companies and competition organisers.
- Only venues located in England can be accredited.
- The venue must have at least one Small Sided Football pitch or other playing surface that can be used for Small Sided Football.

Levels of Award

This application form is for applicants for both the Standard and Advanced levels of The FA's Small Sided Football Award. It is therefore not necessary to complete all sections of the form to be eligible for the Award.

Contact Information

Applicants that own or operate more than one Small Sided Football centre should complete an application form for each centre that they wish to be assessed.

Applicant Contact Information

The applicant's contact information will only be used by The FA to communicate with the company regarding its application:

Name:

Position:

Company:

Address:

.....

..... Postcode:

Telephone:

Email:

☐☐☐

Centre Contact Information

Please state the name, position and telephone number of the person who will accompany The FA's assessor during the inspection of the centre:

Name:

Position:

Telephone:

☐☐☐

Public Information

The centre's name, address and other contact information can be made available on The FA web site and other publications. Please enter the details you wish to be included:

Centre:

Address:

.....

..... Postcode:

Telephone:

Web Site

Email

☐☐☐☐

Please indicate the opening times when the centre is operating competitions or courses that are open to members of the public and the preferred times for an FA assessor to conduct the inspection of the centre. The inspection must be conducted whilst the centre is open to the public:

Day	Opening Times	Preferred Inspection Times
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Please list any dates that these opening times do not apply:

.....

.....

.....

.....

.....

Please provide any dates or times when an inspection would not be convenient within the three month period from the next application deadline:

.....

.....

.....

.....

.....

.....

.....

1 Facility

1.1 Football Pitches

Please enter details for each Small Sided Football pitch. For example, an eleven-a-side pitch with markings for three Small Sided Football pitches should be entered as three pitches.

Pitch	What is the width of the pitch?	What is the length of the pitch?	Does the pitch conform to FA-approved Laws?	What type of surface is the pitch?	Is the pitch indoors or outdoors?
1	m	m	Yes/No		Indoors/Outdoors
2	m	m	Yes/No		Indoors/Outdoors
3	m	m	Yes/No		Indoors/Outdoors
4	m	m	Yes/No		Indoors/Outdoors
5	m	m	Yes/No		Indoors/Outdoors
6	m	m	Yes/No		Indoors/Outdoors
7	m	m	Yes/No		Indoors/Outdoors
8	m	m	Yes/No		Indoors/Outdoors
9	m	m	Yes/No		Indoors/Outdoors
10	m	m	Yes/No		Indoors/Outdoors
11	m	m	Yes/No		Indoors/Outdoors
12	m	m	Yes/No		Indoors/Outdoors
13	m	m	Yes/No		Indoors/Outdoors
14	m	m	Yes/No		Indoors/Outdoors
15	m	m	Yes/No		Indoors/Outdoors
16	m	m	Yes/No		Indoors/Outdoors
17	m	m	Yes/No		Indoors/Outdoors
18	m	m	Yes/No		Indoors/Outdoors
19	m	m	Yes/No		Indoors/Outdoors
20	m	m	Yes/No		Indoors/Outdoors

Please continue on a separate sheet if necessary.

Is there a procedure for checking and maintaining pitches?
if yes, please provide details of this procedure:

Yes/No

.....
.....
.....

☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐

Do all goalposts conform to the Laws of Small Sided Football or futsal? Yes/No

☐

Do all goalposts comply with The FA's goalpost safety standards? Yes/No

☐

Is there a procedure for checking and maintaining goalposts? Yes/No

☐

if yes, please provide details of this procedure:

☐

1.2 Changing Rooms

Please enter details for each changing room.

Room	What is the size of each changing room	How many players does each changing room accommodate?	Do users of this changing room have access to showers in the same building?	Do users of this changing room have access to WCs in the same building?
1	m ²		Yes/No	Yes/No
2	m ²		Yes/No	Yes/No
3	m ²		Yes/No	Yes/No
4	m ²		Yes/No	Yes/No
5	m ²		Yes/No	Yes/No
6	m ²		Yes/No	Yes/No
7	m ²		Yes/No	Yes/No
8	m ²		Yes/No	Yes/No
9	m ²		Yes/No	Yes/No
10	m ²		Yes/No	Yes/No

☐☐☐☐☐☐☐☐☐☐

Please continue on a separate sheet if necessary.

Are there, or is there flexibility to provide, separate facilities for male and female participants?

Yes/No

☐

Are there separate facilities for referees?

Yes/No

☐

1.3 Refreshments

Does the centre have refreshment facilities?

• Drinking Water

Yes/No

☐

• Vending Machine

Yes/No

☐

• Cafe/Bar

Yes/No

☐

• Other

Yes/No

☐

If yes, please the type of refreshments facility:

☐

2 Management

2.1 Staff

Have all staff working with children completed The FA's Child protection and best practice Workshop? Yes/No

If yes, please list the venue and date of the Workshop:

.....

.....

Have all staff working with children completed a CRB Enhanced Disclosure via The FA CRB Unit which recognises their suitability to work with young people in football? ... Yes/No

Does the centre have a written standard operating procedure or similar? Yes/No
If yes, are all staff familiar with this procedure? Yes/No

2.2 Insurance

Does the centre have adequate public liability insurance? Yes/No
If yes, please state the sum covered by the current policy: £.

Does the centre actively advise participants to obtain personal accident insurance? Yes/No

2.3 First Aid

Is there adequate first aid equipment? Yes/No

Is there is at least one member of all staff on duty at all times who has received first aid training from a recognised organisation? Yes/No
If yes, please provide the name(s) of the courses or workshops:

.....

.....

Does the centre have a written procedure for dealing with accidents? Yes/No
If yes, are all staff familiar with this procedure? Yes/No

2.4 Child Protection

Have all staff that work with children received child protection training from a recognised organisation? Yes/No
If yes, please provide the name(s) of the courses or workshops:

.....

.....

Does the centre have a written child protection policy? Yes/No
If yes, are all staff familiar with this policy? Yes/No

3 Participation

3.1 Competitions

Are all competitions affiliated?

Yes/No

☐

If yes, please list affiliation slot numbers:

.....

.....

.....

☐

Have you agreed a FA Heads of Agreement for Small Sided Football?

Yes/No

☐

What Laws of the game does the centre use for its competitions?

• FA Laws of Small Sided Football

Yes/No

☐

• FIFA Laws of Futsal

Yes/No

☐

• Own Laws

Yes/No

☐

Are the Laws publicised to all participants?

Yes/No

☐

If yes, please specify how these are publicised:

Yes/No

☐

.....

.....

☐

Does the centre only use FA referees?

Yes/No

☐

Does the centre participate in referee development courses?

Yes/No

☐

Do all competitions use the County FA discipline system?

Yes/No

☐

When are the competition fixtures published?

• Pre-competition

Yes/No

☐

• Match-by-match

Yes/No

☐

If yes, please state the number of days before each match that fixtures are published:

.....

☐

When are the competition results and league tables published?

• End of season

Yes/No

☐

• Match-by-match

Yes/No

☐

If yes, please state the number of days after each match that results and league tables are published:

.....

.....

☐

For Official
Use Only

How are competition fixtures, results and league tables published?

- At the centre

Yes/No

- Web site

Yes/No

- Local newspaper

Yes/No

- Other

Yes/No

If yes, please specify how they are published:

.....

.....

Does the centre actively support the staging of FA Effective Football Club Administration courses?

Yes/No

3.2 Courses for Players

Does the centre only use FA coaches?

Yes/No

Are these Coaches Members of the FA Coaches Association?

Yes/No

If these Coaches work with Children have they undertaken a CRB check?

Yes/No

[illegible]

4 Development

4.1 Fair Play and Sports Equity

Does the centre actively promote and display a code of conduct that all players, coaches, referees and spectators are required to abide by as a condition of their involvement? Yes/No

☐

Does the centre actively promote its competitions and courses to participants from all social groups? Yes/No

☐

If yes, please provide details of this promotional activity

.....

.....

☐

4.2 Sports Development

Does the centre offer free use of its facilities to community groups? Yes/No

☐

If yes, please state the average number of hours of free use that is offered to community groups per month:

.....

☐

If yes, please state the average number of hours free of free use that is used by community groups per month:

.....

☐

Does the centre offer other football development programmes?

Futsal Yes/No

☐

Mini-Soccer Yes/No

☐

Other Yes/No

If yes, please specify the programme:

.....

.....

☐

Confirmation

I confirm that all the information is correct and accept the following terms and conditions:

- The applicant agrees to an FA assessor conducting an inspection of the centre accompanied by the member of staff.
- The FA reserves the right to rescind the award if a centre does not maintain the appropriate quality standard. The FA will act on all written appeals and complaints that it receives.
- Only one scheme banner and plaque may be displayed at the centre. The existing scheme materials must be removed if the applicant receives replacement items.
- The FA logo and Small Sided Football Award logo may only be used in the format prescribed by The FA.
- The applicant agrees to display scheme materials at the centre which includes details about the scheme, the criteria by which the centre was assessed and a process for customer feedback.
- The applicant agrees that any scheme materials will be removed from public view at the end of the period or if the award is rescinded by The FA.
- The applicant agrees that the award is subject to an unannounced mystery visit to be conducted at a time when the centre is open to the public.

Signed:

Name:

Position:

Date:

Checklist

- ☐ Have all sections been completed?
- ☐ Do you have all the necessary documentation available for inspection?
- ☐ Has the form been signed and dated?
- ☐ Has correct payment been enclosed?

For Office Use Only

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

- ☐ Payment received and checked.
- ☐ Payment processed.
- ☐ Form checked.

Application reviewed by County FA:

- Recommendation: ☐ Approved.
- ☐ Rejected.

Application reviewed by FA Small Sided Football Committee:

- Decisions: ☐ Approved.
- ☐ Rejected.

- ☐ Benefits package distributed.
- ☐ Recommended action plan sent.

Football Development Division
The Football Association
25 Soho Square London
W1D 4FA

Telephone
+44 (0)20 7745 4545
Facsimile
+44 (0)20 7745 4546

E-mail
info@TheFA.com
Visit
www.TheFA.com

Telephone FAMOA
+44 (0)20 7745 4651
E-mail
FAMOA@TheFA.com



The FA Small Sided Football Award Application Form