

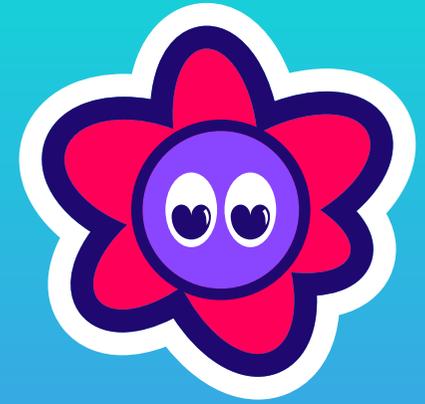
Provider Guidance

England Football Community Programmes



Click on the relevant logo above to skip to that programme's guidance







Introduction

What is Wildcats?

Wildcats is an offer for every girl aged 5-11, regardless of ability, disability, impairment or health condition, to try football for the first time in a fun and safe environment.

Sessions take place on a weekly basis, either on an evening or at weekends, and are focused on helping girls make friends, have fun and be active through football. All sessions are delivered by FA qualified coaches, providing a safe place for girls to try football for the first time and develop key skills.

Why have we created Wildcats?

The Wildcats programme was introduced to address the findings that:

“only 3% of all mini soccer teams cater exclusively for girls and as such only 41% of girls (compared to 95% of boys) under the age of 10 regularly play football.”

Therefore we wanted to create a sustainable Wildcats network where girls can regularly attend fun and engaging sessions.

We strive to ensure girls:

Have Fun!

Make Friends

Play Football



[Watch the Wildcats promotional video here](#)



What are Wildcats sessions?

Wildcats sessions are held at a particular location and time, attracting girls aged 5-11 years old. The expectation is that providers will differentiate children into appropriate age groups to ensure sessions are safe. For example, we would not expect a five or six year old to be grouped to play with an 11 year old. The sessions are non-competitive and participants are encouraged to turn up and play as much or as little as they'd like. The programme must be delivered with the intention of it becoming an established and embedded offer within your football provision.

The programme must:

- Have the capacity to host a minimum of 30 participants per session.
- Be delivered as sessions with a minimum duration of one hour.
- Maintain staffing ratios appropriate to the group.
- Parents and carers of the youngest participants (5-year olds) **MUST** stay to meet their child's toileting and intimate care needs. Parents and carers of older children are also encouraged to stay with their child during sessions as they know their child best of all.
- Each provider must use the Book Football to create sessions and take attendance weekly.

Who Can Apply?

Applications are welcomed from any organisation that meets the Wildcats criteria.

Organisations that have previously delivered Wildcats can apply to run additional programmes. In doing so, they must continue running the original sessions they have set up.

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

Organisations will NOT be supported to deliver:

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





What You Will Receive

Support



Online training



Delivery support



National search engine and online booking tool

Kit & Equipment



Nike footballs



Wildcats bibs



Wildcats banner

Resources



Branded marketing assets



Access to online activity pack



Session resources



Access to online Wildcats store

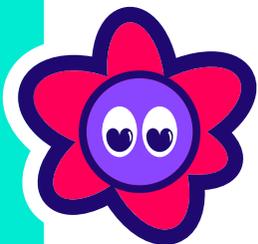
Criteria

<p>01. Delivery</p> <p>Organisations must deliver a minimum of six sessions per year</p> 	<p>02. Safeguarding</p> <p>Adhere to the safeguarding criteria throughout delivery of the programme and evidence a Safeguarding Policy</p> 	<p>03. Health and safety</p> <p>Complete a session Risk Assessment</p> 	<p>04. Insurance</p> <p>Evidence public liability insurance</p> 	<p>05. Staff</p> <p>Meet and adhere to the staffing criteria throughout the delivery of the programme</p> 	<p>06. Sustainability</p> <p>Aim to embed Wildcats within your organisation to continue offering girls the opportunity to play</p> 
<p>07. Training</p> <p><u>Complete online Wildcats training</u></p> 	<p>08. Inclusive</p> <p>Be inclusive for all girls to participate regardless of ability, disability, impairment, or health condition</p> 	<p>09. Accessibility</p> <p>Operate within community hours, to allow accessibility for all</p> 	<p>10. Participants</p> <p>Have capacity for a minimum of 30 participants, that are booked on via Book Football</p> 	<p>11. FA Terms and Conditions</p> <p>Agree to The FA Terms and Conditions and must operate within the parameters of this agreement</p> 	

01. Delivery

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

- 1. Weekly and warm**
- 2. Safe and fun**
- 3. Good for fitness**
- 4. Girls only**



Timing of Delivery

The greatest demand for Wildcats is over spring and summer as they are the warmest months and the best time of year to engage with the beginner girl. If providers wish to continue with delivery into autumn and winter, then we recommend using an indoor facility to deliver these sessions.

Type of Delivery

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

Outside – e.g. grass, multi-use games area, artificial grass

Indoor – sports hall, school hall.

Each provider must use Book Football to create sessions and take attendance weekly. Once you have created your sessions on Book Football, your sessions will be promoted nationally on Find Football for participants to book their place.





02. Safeguarding

All those involved with Wildcats delivery must be able to evidence a Safeguarding Children Policy. If providers do not have a Safeguarding Children Policy, The FA's club template can be downloaded by visiting:

[THE FA SAFEGUARDING CHILDREN POLICY AND PROCEDURES: TEMPLATES](#)

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

Including reference to The FA Safeguarding Case Management Team (Safeguarding@TheFA.com) with a supporting flow diagram.

Named Designated Safeguarding Officer (DSO)

Recruited against a role profile 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 FA's Safeguarding Children Training e.g. SCC/WOC. EFL and PL Club DSOs must be up to date with their respective leagues DSL safeguarding training requirements or complete The FA's WOC.

Reporting concerns

Concerns should be reported as quickly and easily as possible. Each provider must have a DSO who is clear about The FA referral and whistle blowing procedures.

Prevention

It is essential that every Wildcats provider implements preventative safeguarding measures (including [Safeguarding Risk Assessments](#)) 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.

Please involve the DSO at your County FA.

Note: In addition to these measures, remember early years safeguarding guidance states 5-year-old participants MUST have a parent/carer stay for the duration of the sessions to meet their toileting and intimate care needs.



02. Safeguarding: DBS FAQs

Q1. How do I get an FA DBS Check?

Contact your County FA Designated Safeguarding Officer (DSO) or PL/EFL DSO for advice and guidance.

Or for more information reach out to:

The FA DBS Unit

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

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

Yes, but only if your check is for the child workforce, was completed through your PL Club account with 'First Advantage', and there's no content on your DBS Check, you'll need to contact:

First Advantage

Tel: 0115 969 4618

FAChecks@TheFA.com

Who will be able to port this over to The FA.

You'll need to give your name, DOB, the address you used to complete your check and give consent for First Advantage 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?

If your check is for the child workforce and was completed through your PL Club account with 'First Advantage', follow our guidance in Q2.

If your DBS Check is for the child workforce and you have registered with the DBS Update service then please contact either First Advantage or FA Checks who will be able to help you:

First Advantage

Tel: 0115 969 4618

FAChecks@TheFA.com

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

If your DBS Check was carried out by any other organisation e.g. a school, church group, or volunteering organisation, you'll need to complete an FA DBS Check (Children's workforce).

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

It generally takes around 14 working days to carry out a DBS check. But if you sent off a paper application vs online, it could take longer.

Other factors can also cause delays, such as if you have a complex address history, a common name, whether your local police force is busy, and the ease of accessing local records.

03. Health & Safety

04. Insurance

Wildcats is all about having fun and making friends
– in a safe environment.

To ensure sessions are operating safely, programme organisers must
have the following in place:

- **H&S RISK ASSESSMENT**
- Public liability Insurance (minimum limit of indemnity of GBP 5 million)





05. Staff

Requirement

1. There must always be a minimum of two FA DBS checked adults with a clear role available at all times when U18s are involved in the activity. One of these adults (18+) must hold the EE Playmaker or The FA Introduction to Coaching Football qualification.
2. [Please refer to the following guidance document: 5.5 Ratios of adults to children](#) to understand the number of staff members your Wildcats session will require.

Applicant	Lead Coach	Coaches/ Volunteers	Designated Safeguarding Officer	Volunteers (U18)	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 DSL.</p> <p>In this instance, they must also provide their details under the relevant role.</p>	<ul style="list-style-type: none"> • Must be aged 18+. • Minimum of The EE Playmaker or The FA. Introduction to Coaching Football qualification. • In date accepted FA DBS check. • FA Safeguarding Children qualification. • FA Introduction to First Aid in Football qualification. 	<ul style="list-style-type: none"> • You must include a minimum of one adult (18+) who holds an in date accepted FA DBS Check to work with the Lead Coach. • Any coach or volunteer aged 16 and above must have 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 the sessions, as they are not 18+ (you must have parental consent for them to volunteer and they must be supervised at all times). 	<ul style="list-style-type: none"> • Recruited in line with a role profile. • In date accepted FA DBS Check. • Responsible for ensuring safeguards are in place and maintained effectively. • Must have attended FA Welfare Officer Course (DSO) or PL/EFL relevant DSL 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>	<ul style="list-style-type: none"> • Volunteers must be supervised at all times by the Lead Coach. • Volunteers aged 16 and above must have an in date accepted FA DBS check. • Minimum age for volunteer is 14. • You must have informed parent/carer consent for the volunteer to take on a role. • The appointing of an U18 volunteer must be covered within your Safeguarding Risk Assessment. 	<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 the 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 the roles:

✓ Applicant ✓ Lead coach ✓ Coach/Volunteer ✓ DSO

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!

TO BECOME SUSTAINABLE, YOUR WILDCATS PROGRAMME MUST BE:



Relevant

Is continuing to offer a programme which is appealing to the target audiences, evidenced by a high number of returning participants.



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 when building 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 i.e. clubs, schools, colleges, universities or how could you look to build them?



07. Training

Applicants must commit to completing [Wildcats online training](#).

Wildcats training is a free, short online learning course, which is mandatory for all new providers to complete.

You will be unable to deliver any sessions until you have completed this. Please contact your County FA for support or questions regarding training.

The training will provide an introduction to Wildcats, provide technical and operational guidance, and advice to providers on how to promote sessions and recruit participants.





08. Inclusive

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.

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 inclusive or disability specific Wildcats sessions.

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 to support the growth of the network. 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.

Providers will need to think carefully about the following:

- If staffing ratios are correct to effectively meet all of the participants needs.
- 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 organised 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.



08. Inclusive

Providers may also need to:

Speak to your participants and their parents/carers 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 involve 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 participants different tasks, e.g. ball juggling without a bounce and ball juggling with multiple bounces.

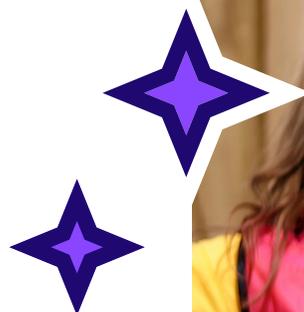
Equipment – Use different modified equipment to help players of different abilities access learning.

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 County FA with regards participant recruitment, support and how to ensure success?



LOVE





09. 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 ensure Wildcats sessions are accessible to all, which is why it's important for them to be available in locations which require little travel. It's also 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 in 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.





10. Participants

Session Capacity

Wildcats sessions 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. 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 onto a Wildcats session via Book Football online booking system by their parent/carer, prior to taking part in a session.

- Wildcats coaches/volunteers must take attendance at the end of each session.
- Wildcats coaches/volunteers must have confirmed parent/carer consent to participate.

It is mandatory for all Wildcats Providers to use Book Football.

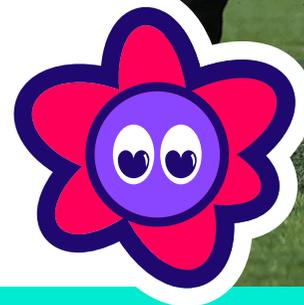
This system ensures that as a provider you:

- ✓ Are GDPR compliant
- ✓ Have parental/carers consent
- ✓ Have participant medical details
- ✓ Have parent/carers emergency contact information
- ✓ Obtain additional needs information
- ✓ Can take attendance of each session



11. FA Terms & Conditions

All Wildcats providers must agree to The FA Terms & Conditions upon application on Book Football and must operate within the parameters of this agreement.





Ready to get started and become a Wildcats provider?

If you're ready to start your journey to becoming a provider, all you need to do is get in touch with your local [County Football Association](#) by dropping them an email or giving them a call.

After that, these are the steps you will take:

- 1. Sign up to become a Wildcats provider on Book Football**
- 2. Complete the online Wildcats training**
- 3. Set up your sessions on Book Football**
- 4. Receive your voucher code from your County FA to redeem your equipment pack.**
- 5. Start your sessions - it's as simple as that!**



Have Fun!

FUN!



PLAY!

Belong



Introduction

This is football but not as you know it – results, stats and performances be damned. It's not traditional; it's where playfulness and friendships come together.

It's a safe space where disabled children can believe and belong. It steps outside the usual parameters with a bespoke, flexible way of playing. Because this is football that breaks all the old rules and replaces them with a new one: just be you.

[Click here to see Comets in action!](#)

What is the Comets Disability Football Programme?

Comets is a recreational, pan-disability football offer for disabled children aged 5-11.

The programme is focused on helping disabled children have fun, whilst building confidence, independence and social relationships. Comets provides an environment in which participants can feel safe and belong.

All sessions are delivered by FA qualified coaches, who have received specific programme training and guidance to provide a safe place for disabled children to try football for the first time and develop key skills.

Why have we created Comets Disability Football?

There is a lack of opportunity and a gap in the pathway for disabled players of this age, especially in a recreational environment. Comets will help give more clubs the confidence to engage and support disabled players with a fun introduction to football, helping grow this pathway.

What is pan-disability?

Pan-disability is the largest format of disability football, which sees players with a broad range of impairments and health conditions play together.

Although this a pan-disability programme, there may be opportunities to utilise it in an impairment-specific environment, which sees players with the same impairment play together. Contact your County FA to discuss.



What will a provider receive?

£500 grant

This is intended to support facility costs whilst establishing sessions.

County FAs will distribute the grant to providers in one payment, following an approved application, completion of the Comets online training module and set up of sessions on Book Football.

Resources

This will include:

- On pitch game cards to help plan suitable sessions.
- Behaviour and emotional regulation support including flashcards and emotion cue cards.
- Marketing assets to help recruit players.

Kit and equipment pack

This will include a variety of footballs and cones as well as bibs, a whiteboard and fidget bag.

It will be distributed following an approved application, completion of the Comets online training module and set up of sessions on Book Football.

Training and signposting

Providers will have access to the Comets online training module to support programme delivery.

Further learning is also available including the new **Disability Training for Clubs** and **Introduction to Coaching Disabled Footballers course**.

Programme Criteria



<p>01. Delivery</p> <p>Organisations must deliver a minimum of six sessions per year</p> 	<p>02. Safeguarding</p> <p>Adhere to the safeguarding criteria throughout delivery of the programme and evidence a Safeguarding Policy</p> 	<p>03. Health and safety</p> <p>Complete a session Risk Assessment</p> 	<p>04. Insurance</p> <p>Evidence public liability insurance</p> 	<p>05. Staff</p> <p>Meet and adhere to the staffing criteria throughout the delivery of the programme</p> 	<p>06. Sustainability</p> <p>Aim to embed Comets within your organisation to continue offering disabled children the opportunity to play</p> 
<p>07. Training</p> <p><u>Complete online Comets training</u></p> 	<p>08. Accessibility</p> <p>Operate within community hours, to allow accessibility for all</p> 	<p>09. Participants</p> <p>Ensure participants book their place using Book Football</p> 	<p>10. FA Terms and Conditions</p> <p>Agree to The FA Terms and Conditions and must operate within the parameters of this agreement</p> 		



Programme Overview



01. Delivery

Who can apply and how?

We would like to engage grassroots clubs who do not currently have a recreational offer for disabled children aged 5-11, to help support the growth of disability football across the club network. We would also be happy to explore organisations who have expertise in disability and are interested in engaging their members in football. Providers must complete the application form and meet all required criteria to be considered.

Delivery

Comets is a unique programme that has been developed to appeal to disabled children aged 5-11. The expectation is that providers will differentiate children into appropriate age groups to ensure sessions are safe. For example, we would not expect a 5 or 6 year old to be grouped to play with an 11 year old.

Sessions must take place within community hours, to allow accessibility for all. Either during the evening 4pm onwards or on the weekend.

- The programme must be delivered with the intention of it becoming an established and embedded offer within your football provision.
- Staffing ratios must be appropriate to the group size and players needs must be maintained (see programme criteria section 05. Staff).
- To ensure everyone has the best experience possible, providers need to regularly talk to parents/carers. It's important to understand what every player's needs are and how best to support them.
- Parents and carers of the youngest participants (5-year-olds) **MUST** stay to meet their child's toileting and intimate care needs. Parents and carers of older children are also encouraged to stay with their child during sessions as they know their child best of all.
- Providers must use Book Football to create sessions and take weekly attendance.
- As a deliverer of Comets, providers must adhere to the criteria set out in this applicant guidance document and the minimum requirements in the FA Terms and Conditions, available on Book Football.



02. Safeguarding

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 by visiting;

[The FA Safeguarding Children Policy and Procedures: Templates](#)

The FA's Safeguarding Children Policy principles must be adhered to by those involved with the delivery of Comets 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

Includes The FA Safeguarding Case Management Team (Safeguarding@TheFA.com).

Named Designated Safeguarding Officer (DSO)

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 FA's Safeguarding Children Training e.g. SCC/WOC. EFL and PL Club DSO must be up to date with their respective leagues DSO safeguarding training

Reporting Concerns

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

Prevention

It is essential that every Comets 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 Comets including who is responsible for what safeguards during i) planning, ii) delivery and iii) compliance monitoring.

Please involve the DSO at your County FA, for further support advice and guidance.

Note: In addition to these measures, remember early years safeguarding guidance states 5-year-old participants **MUST** have a parent/carer stay for sessions to meet their toileting and intimate care needs.



02. Safeguarding

Q1: Do disabled children need extra safeguards?

The principles of good safeguarding are the same for children with or without disabilities.

However, as disabled players can be more vulnerable to poor practice and abuse it's important to be aware of additional considerations.

Disabled players may find it hard to report abuse for a number of reasons:

- They may be isolated and more likely to be bullied
- Some disabilities mean people struggle to understand social interaction and may not recognise inappropriate touch or behaviour (their own or other people's)
- They may have tried before, but were not listened to or taken seriously

Some ways you can support your players:

- Make sure you understand your players' communication needs & use clear and plain language
- Ask the participant and/or the parent/carer for advice on how best to meet an individual's specific needs

- Have enough helpers – you may need more than usual depending on the needs of your players
- Learn to recognise signs that a player is stressed or unhappy and have a plan
- Report any concerns straight away

Safeguarding DBS FAQs

Q2: How do I get an FA DBS Check?

A: Contact your County FA Designated Safeguarding Officer (DSO) or PL/ EFL DSO for advice and guidance. Or reach out to The FA DBS Unit (0115 969 4618 or FAChecks@TheFA.com) for more information.

Q3: I already have a check via my PL Club can I use this?

A: Yes, but only if your check is for the child workforce, was completed through your PL Club account with 'First Advantage', and there's no content on your DBS Check. You'll need to contact First Advantage on 0115 969 4618 or FAChecks@TheFA.com, who will be able to port this over to The FA. You'll need to give your name, DOB, the address you used to complete your check and give consent for First Advantage to port your DBS Check to The FA.

Q4: 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 'First Advantage', follow our guidance in Q2. If your DBS Check is for the child workforce and you have registered with the DBS Update service, see the answer to Q3.

Q5: I already have a DBS Check via another organisation – can I use this?

A: If your DBS Check was carried out by any other organisation e.g. a school, church group, or volunteering organisation, you'll need to complete an FA DBS Check (Children's workforce).

Q6: How long will it take for my DBS Check to be completed?

A: It generally takes around 14 working days to carry out a DBS Check. But if you sent off a paper application vs online, it could take longer. Other factors can also cause delays, such as if you have a complex address history, a common name, whether your local police force is busy, and the ease of accessing local records.



03. Health and Safety

04. Insurance

Comets provides an environment in which participants can feel safe, believe and belong.

To ensure sessions are operating safely, programme organisers must have the following in place:

H&S Risk Assessment

Public Liability Insurance
(minimum limit of indemnity of GBP 5 million)





05. Staff

Staff Roles & Requirements

1. There must be a minimum of two DBS checked adults, with a clear role, available at all times. One of these adults (18+) must have completed at least the EE Playmaker or have the FA Introduction to coaching football qualification.
2. Click [here](#) where you will find the document (5.5) ratios of adults to children, at the bottom of the page in useful documents. This will help you understand the number of staff members your Comets session will require. The ratio may be higher for disabled children to ensure you can meet the specific needs of any given group.

*Applicant	*Lead Coach	*Coaches/Volunteers	*Designated Safeguarding Officer	Volunteers (U18)
<p>This role is responsible for completing the sign up process</p> <p>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">• In date accepted FA DBS Check• Must be 18+• Minimum of The FA EE Playmaker (including FA Safeguarding Children & FA Emergency Aid) or <ul style="list-style-type: none">• have completed the FA Introduction to Coaching Football qualification (including FA Safeguarding Children & FA Emergency Aid)	<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">• Coaches U18 – coaches aged 16 & 17 can be registered – but they cannot be considered as part of the staffing ratio for the sessions (you must have parental consent for them to volunteer and they 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 Course (WOC) 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>	<ul style="list-style-type: none">• Volunteers must be supervised at all times by the Lead Coach• Volunteers aged 16 and above must have an in date accepted FA DBS check• Minimum age for a volunteer is 14• You must have informed parent/ carer consent for the volunteer to take on a role• The appointing of an U18 volunteer must be covered within your safeguarding risk assessment

*Successful applications must have entered individuals into these roles that meet the required criteria above.



06. Sustainability

Comets is a great opportunity to welcome disabled children aged 5-11 into football, and we want to retain and grow these opportunities.

We would encourage you to embed this programme as a continuous offer to ensure opportunities remain for the players engaged, and so consider how you will sustain the Comets programme, following use of the initial £500 grant.



What does sustainability mean?

The Comets Programme should be:

RELEVANT, RELIABLE and FINANCIALLY VIABLE

Relevant

Is continuing to offer a programme which is 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/carer network?
- What links do you have to the wider networks?

This topic is covered within the Comets online training, giving you some ideas to add to your own.



07. Training

Applicants must commit to completing the online Comets training module. Training will be available on-demand to complete at a time suitable for you, and should not take longer than an hour to complete.

It is mandatory for all providers to complete the training module and you will only be able to begin your sessions once it has been completed.

There will also be a short training session available for Book Football where you will be required to set up your sessions, as well as signpost parents for sign up and take attendance.

[You can access the training here](#)



Kit and equipment will be distributed on completion of these tasks.

Further information on access to the training will be distributed once your application has been approved.

Further Learning Opportunities

At the end of the Comets training module, we will provide signposts to further learning opportunities if you wish to find out more about disability football and the strategies we suggest.

On Pitch Support

Local disability coach mentors may be available to support initial delivery and help build confidence and competence in those leading the sessions. Contact your County FA to see if this offer is available near you.





08. Accessibility

Overcoming Challenges

Comets is a disability football programme designed to create safe and welcoming opportunities for disabled children to play recreational football, whilst also helping them overcome physical, social and psychological challenges.

Physical Challenge

20 mins of physical activity a day (or 40 mins 3 x a week).

- UK Chief Medical Officers Physical Activity Guidelines for disabled children (2022)

Social Challenge

Relationships, interactions, self-perception and acceptance.

Psychological Challenge

Loneliness, getting hurt, how they look, not knowing what to do.

Removing Barriers

Economic Barriers:

Disabled children are a part of every community and demographic in society! If your participants are from disadvantaged backgrounds the cost of sessions or location may be a barrier for them. Consider this when setting fees for participation and selecting a location that is easy to travel to.

Logistical Barriers:

Comets is a community programme and therefore needs to operate during community hours i.e. outside of school time. Providers should select a venue and start time that is accessible for participants within their community.

Can Comets be delivered in schools?

Any organisation delivering Comets 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 take place within community hours, either during the evening 4pm onwards or on the weekend.

If you are looking to deliver within school hours or as an after-school offer please contact your County FA who can signpost you to the most suitable resources for an education setting.



09. Participants

Numbers of participants may vary for each provider depending on the group of children and their needs. Comets sessions should be able to meet the demand of the number of participants that wish to attend by ensuring they have the correct coach to child ratios. The ratio may be higher for disabled children to ensure you can meet the specific needs of any given group.

Equality Act

As mentioned earlier in the guidance Comets is for disabled children aged 5-11.

The legal definition of disability according to The Equality Act (2010): “A physical or mental impairment that has a substantial and long-term negative effect on your ability to do normal daily activities”.

For further information on this definition, click the link below [Equality Act 2010](#)

Participant Booking/Consent

All participants must be booked onto a Comets session via Book Football, by their parent/carer, prior to taking part in a session.

- Comets coaches/volunteers must have confirmed parent/carer consent to participate
- Comets coaches/volunteers must take attendance at the end of each session

It is mandatory for all Comets providers to use Book Football.

By using this system you will be:

- GDPR compliant
- Able to promote your sessions via the FA Find Football tool to recruit players
- Able to take online payments if you wish

have:

- Parent/carer consent
- Parent/carer emergency contact information
- Medical and additional needs information
- Easy attendance register system

Note: Although ‘Disabled people’ is widely used as a catch-all phrase, some groups and individuals don’t identify with the term. Disabled people have the right to choose the terms they describe themselves with and this is why there isn’t always a universal agreement about the correct use of language or terms.

10. FA Terms & Conditions

All Comets providers must agree to The FA Terms & Conditions upon application on Book Football and must operate within the parameters of this agreement.





Ready to start your journey to becoming a Comets provider?

All you need to do to get started is get in touch with your local County Football Association by dropping them an email or giving them a call.

1. Sign up to become a Comets provider on Book Football
2. Complete the online Comets training
3. Create your sessions on Book Football
4. Request and receive your kit and equipment pack and resources
5. Receive your £500 grant via your County FA
6. Start your sessions - it's as simple as that!



SQUAD

GIRLS' FOOTBALL



THE NATIONAL
LOTTERY



SPORT
ENGLAND

INTRODUCTION

What is Squad Girls' Football?

Squad Girls' Football is a programme created by England Football, which is supported by Sport England. It's targeted at girls aged 12-14 who want to get involved with football in a fun, non-competitive environment and play football outside of school. It's all about being with and making new friends, whilst having loads of fun!

Squad Girls' Football sessions are designed to help participants improve their ability across many aspects of the game. From dribbling, tackling, and passing, to communication and leadership. The sessions are designed to give the girls voice and choice and to build confidence.

As a Squad Girls' Football provider you are providing opportunities for girls to play football casually and have a positive experience whilst developing confidence, leadership and communication skills.

Why have we created Squad Girls' Football?

Squad Girls' Football has been introduced to provide opportunities for girls aged 12-14 to play casually, have fun, and make friends. Squad Girls' Football is targeted at reaching girls who do not play football outside of school. This includes:

- The girl who only plays football in PE lessons and has not played football before outside of school.
- The girl who has been at Wildcats and has now reached 12 years old.
- The girl who used to play for an affiliated club but decided to stop.

**SQUAD**
GIRLS' FOOTBALL

[Watch the promotional video here](#)

WHO CAN BECOME A SQUAD PROVIDER?

Applications are welcomed from any organisation that meets our Squad programme criteria and checklist.

We want to ensure there is access and opportunity for every girl and woman to be involved in our sport, and for the game to be truly representative of our society across all protected characteristics and social backgrounds. We therefore welcome and actively encourage applications from all communities and organisations that meet the programme criteria and checklist.

SQUAD DELIVERY

- The delivery of Squad Girls' Football involves the organisation of a unique offer of Squad sessions at a particular location and time, aimed at attracting girls aged between 12-14.*
- The opportunity must be delivered for a minimum of six weeks per year.
- It must have capacity to deliver for a minimum of 16 participants per session.
- Staffing ratios appropriate to the group must be maintained.
- Each provider must use Book Football to create sessions and take attendance weekly.
- Additional Squad programmes must run at a different time, and location and must be engaging different participants.
- Organisations will not be funded to deliver additional sessions for existing players.

As a deliverer of the Squad programme, providers must adhere to the criteria set out in this document.

*Girls aged 11 years old in school year 7 are permitted to play at Squad Girls' Football sessions.

WHAT YOU WILL RECEIVE

FUNDING



Start up grant of £500

SUPPORT



Mandatory online
on-demand training



Delivery
support



National search engine,
online booking tool

KIT & EQUIPMENT



Bibs, cones
& kit bag



Squad Girls'
Football banner

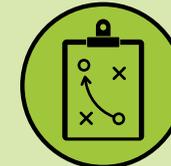


Nike footballs

RESOURCES



Branded
marketing assets



Session
resources

PROGRAMME CRITERIA

<p>01. DELIVERY</p> <p>Organisations must deliver a minimum of six sessions per year</p> 	<p>02. SAFEGUARDING</p> <p>Adhere to the safeguarding criteria throughout delivery of the programme and evidence a Safeguarding Policy</p> 	<p>03. HEALTH AND SAFETY</p> <p>Complete a session Risk Assessment</p> 	<p>04. INSURANCE</p> <p>Evidence public liability insurance</p> 	<p>05. STAFF</p> <p>Meet and adhere to the staffing criteria throughout the delivery of the programme</p> 	<p>06. SUSTAINABILITY</p> <p>Aim to embed Squad Girls' Football within your organisation to continue offering girls the opportunity to play</p> 
<p>07. TRAINING</p> <p>Complete the mandatory online on-demand training: https://efprogrammetraining.com/</p> 	<p>08. INCLUSIVE</p> <p>Be inclusive for all girls to participate regardless of ability, disability, impairment, or health condition</p> 	<p>09. ACCESSIBILITY</p> <p>Operate within community hours, to allow accessibility for all</p> 	<p>10. PARTICIPANTS</p> <p>Have capacity for a minimum of 16 participants</p> 	<p>11. FA TERMS & CONDITIONS</p> <p>Agree to The FA Terms & Conditions and must operate within the parameters of this agreement</p> 	

01. DELIVERY

Delivery must consist of a minimum of six weeks per year.

It is mandatory for Squad providers to use Book Football to create, manage and take attendance at each of their sessions.

PARTICIPANT FUNDING

Research shows people value sessions more if there is a small charge associated with attending. Therefore, we recommend you charge participants up to £3 each session to support the sustainability of your activity. However, charging participants is not mandatory.

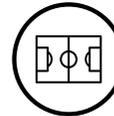
TYPE OF DELIVERY

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



Outside

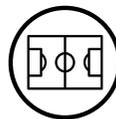
e.g. grass, multi-use games area, artificial grass



Indoor

Sports hall, school hall

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



Use a surface with a hard court



Play with a futsal ball



Where possible, use futsal goals

Please note, we are unable to provide futsal balls as part of the kit and equipment package.

WHAT CAN I SPEND MY FUNDING ON?

This funding is for you to be creative with your delivery, however this must be invested into your Squad sessions. You can contact your local County FA for support and ideas on how to best utilise this funding. Below are some examples of how you could utilise the funding:



ADMINISTRATION AND RECRUITMENT COSTS

Help with promoting your sessions in local secondary schools and recruiting participants



SUPPORT

Networking, upskilling, and recruiting staff, kit and equipment



REWARD

Bespoke prizes and awards evenings

02. SAFEGUARDING

ALL PROVIDERS OF SQUAD 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:

[THE FA SAFEGUARDING CHILDREN POLICY AND PROCEDURES: TEMPLATES](#)

The FA's Safeguarding Children Policy principles must be adhered to by those involved with the delivery of 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

Including reference to The FA Safeguarding Case Management Team (Safeguarding@TheFA.com) with a supporting flow diagram.

For more information please visit:

[The FA Safeguarding: Reporting Concerns](#) webpage.

Named Designated Safeguarding Officer (DSO) (Recruited against a role profile)

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 FA's Safeguarding Children Training e.g. SC/WOC. EFL and Premier League Club DSOs must be up to date with their respective leagues DSO safeguarding training requirements or complete The FA's Welfare Officer Course.

Reporting concerns

Concerns should be reported as quickly and easily as possible. Each provider must have a Designated Safeguarding Officer (DSO) who is clear about The FA referral and whistleblowing procedures.

Prevention

It is essential that every provider implements preventative safeguarding measures to help create safe and enjoyable environments for every aspect of the proposed activities. This must include an appropriate safeguarding risk assessment.

For more information, please download [The FA's Safeguarding Risk Assessment: Guidance and Examples](#) where you can download The FA's 'Safeguarding Risk Assessment: Guidance and examples'.

Planning, delivery and compliance

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

PLEASE INVOLVE THE DSO AT YOUR COUNTY FA.

02. SAFEGUARDING

Q1: HOW DO I GET AN FA DBS CHECK? (PREVIOUSLY REFERRED TO AS FA CRC)

Contact your County FA DSO or PL/EFL DSO for further advice and guidance.

Alternatively for further information, you can contact:

The FA DBS Unit

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

Q2: I ALREADY HAVE A CHECK VIA MY PL CLUB – CAN I USE THIS?

If your check is for the child workforce, was completed through your PL Club account with First Advantage and there is no content on your DBS Check contact:

First Advantage

Tel: 0115 969 4618 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 First Advantage 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?

If your check is for the child workforce and was completed through your PL Club account with First Advantage see the answer to Q2.

If your DBS Check is for the child workforce and you have registered with the DBS Update service you may be able to use it. For further guidance please contact:

First Advantage

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

Please note additional charges will apply.

If your DBS Check is via any other organisation e.g. a school, church group, volunteering organisation and is not registered with the DBS Update Service 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?

If your DBS check is for the child workforce and was completed through your PL Club account with First Advantage 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?

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 14 working days for your check to be completed.

**TO FIND OUT MORE ABOUT THE
SAFEGUARDING REQUIREMENTS FOR
YOUR STAFF, ADULT PROVIDERS AND
VOLUNTEERS, PLEASE VISIT THE STAFF
SECTION OF THIS PROVIDER GUIDANCE.**

03. HEALTH & SAFETY

04. INSURANCE

Squad is all about having fun and making friends - in a safe environment. To ensure sessions are operating safely, programme organisers must have the following in place:

- [H&S RISK ASSESSMENT](#)
- Public liability Insurance (minimum limit of indemnity of GBP 5 million)



05. STAFF

REQUIREMENTS

01. There must always be a minimum of two adults (18+) who hold an in date FA-DBS Check with a specified role for the activity at every session. A minimum of one of these adults must hold The EE Playmaker or FA Introduction to Coaching Football.
02. Your lead coach should always be at every session, unless you have additional coaches/volunteers that meet all of the criteria of a lead coach.
03. If children have additional needs e.g. learning needs or a disability, the ratio of staff to children may need to be higher to ensure you can meet the specific requirements of every child. For more information please visit: www.thefa.com/football-rules-governance/safeguarding/section-5-the-designated-safeguarding-officer-network where you can download: [5.5] Ratios of adults to children.

STAFF ROLES & REQUIREMENTS					
Applicant	Lead Coach	Coaches/Volunteers	Designated Safeguarding Officer (DSO)	Volunteers (U16)	Female Role Model
<p>This role is responsible for completing the application process.</p> <p>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 DSL. 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 EE Playmaker or The FA Introduction to Coaching Football qualification. • In date accepted FA DBS Check. • FA Safeguarding Children qualification. • FA Introduction to First Aid in Football qualification. 	<ul style="list-style-type: none"> • You must include a minimum of one adult (18+) in this role who holds an in date FA DBS check to work alongside the Lead Coach. • Coaches U18 – coaches aged 16 & 17 can be registered – but they cannot be considered as part of the staffing ratio for the sessions, as they are not adults (you must have parental/carer consent for them to volunteer and they must be supervised at all times). • Any coach or volunteer over the age of 16 must hold and in date accepted FA DBS Check. 	<ul style="list-style-type: none"> • Recruited in line with role profile. • In date accepted FA DBS Check. • Responsible for ensuring safeguards are in place and maintained effectively. • Must have attended FA Welfare Officer Course (WOC) or PL/EFL relevant DSL training. • All staff, parents/carers and players must be made aware as to whom this person is and how to contact them. Note - this person can also be the administrator, lead coach or coach/volunteer only if they meet the requirements for the role. 	<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 NB - U18s should not be registered on the system. 	<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.</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**

06. SUSTAINABILITY

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

WHAT DOES SUSTAINABILITY MEAN?

SQUAD GIRLS' FOOTBALL PROGRAMMES ARE RELEVANT, RELIABLE & FINANCIALLY VIABLE



Relevant

Is continuing to offer a programme which is appealing to the target audiences, evidenced by a high number of returning participants.



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 WHEN BUILDING 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 i.e. clubs, schools, colleges, universities or how could you look to build them?



07. TRAINING

APPLICANTS MUST COMMIT TO COMPLETING SQUAD ONLINE TRAINING.

Squad training is a free short online learning course, which is mandatory for all new providers to complete.

You will be unable to deliver any sessions until you have completed this. Please contact your County FA for support or questions regarding training.

The training will provide an introduction to Squad, provide technical and operational guidance, and advice to providers on how to promote sessions and recruit participants.



08. INCLUSIVE

INCLUSIVE PROVIDERS

All 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.

We will provide resources and training to support your delivery to be fully inclusive and in addition to this you can access our free online 'Introduction to Disability Football' by [clicking here](#).



PROVIDERS WILL NEED TO THINK CAREFULLY ABOUT THE FOLLOWING

Providers will 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.

You will need to consider:

- 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 organised 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.

08. INCLUSIVE

PROVIDERS MAY ALSO NEED TO:

Speak to your participants 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 involve 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 participants different tasks, e.g. ball juggling without a bounce and ball juggling with multiple bounces.

Equipment – Use different modified equipment to help participants 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 participants.

QUESTIONS TO CONSIDER:

- How inclusive are your sessions?
- Is your session representative of the community?
- Does your session offer opportunities for players with a disability?
- Have you contacted your County FA with regards participant recruitment, support and how to ensure success?



09. ACCESSIBILITY

Squad 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 ensure Squad Girls' Football sessions are accessible to all, which is why it's important for them to be available in locations which require little travel. It's also why we have capped the entry fee at £3.
- **Logistical Barriers** – Squad 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 THE SQUAD PROGRAMME BE DELIVERED AT SCHOOLS?

Any organisation delivering Squad 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. Squad sessions cannot be run exclusively as closed sessions for the host school.



10. PARTICIPANTS

SESSION CAPACITY

Squad session providers must demonstrate that they have a minimum capacity of 16 participants. For example, sessions must have the correct coach ratios for 16 participants and a playing area suitably sized to host 16 participants.

PARTICIPANTS:

Squad Girls' Football is for girls aged 12-14 years old. We also acknowledge that girls in year 7 aged 11 want to play football socially with their peer group who are in the same school year as them. Therefore, 11 year olds in school year 7 are permitted to join Squad Girls' Football and Book Football will allow their parent or guardian to book their place at your session.

PARTICIPANT BOOKING/CONSENT

All participants must be booked on to a session via Book Football by their parent/carer, prior to taking part in a session.

- Providers must take attendance at the end of each session.
- Lead coach, coaches/volunteers must have confirmed parent/carer consent to participate.

IT IS MANDATORY FOR ALL SQUAD PROVIDERS TO USE BOOK FOOTBALL

This system ensures that as a provider you:

- ✓ **Are GDPR compliant**
- ✓ **Have parent/carer consent**
- ✓ **Have participant medical details**
- ✓ **Have parent/carer emergency contact information**
- ✓ **Obtain additional needs information**
- ✓ **Can take attendance of each session**

11. FA TERMS & CONDITIONS

Squad providers must agree to The FA Terms & Conditions upon application on Book Football, and must operate within the parameters of this agreement.



SQUAD

GIRLS' FOOTBALL

READY TO GET STARTED AND BECOME A SQUAD GIRLS' FOOTBALL PROVIDER?

IF YOU'RE READY TO START YOUR JOURNEY TO BECOMING A PROVIDER, ALL YOU NEED TO DO IS GET IN TOUCH WITH YOUR LOCAL COUNTY FOOTBALL ASSOCIATION BY DROPPING THEM AN EMAIL OR GIVING THEM A CALL.

AFTER THAT, THESE ARE THE STEPS YOU WILL TAKE:

1. SIGN UP TO BECOME A SQUAD PROVIDER ON BOOK FOOTBALL
2. COMPLETE THE ONLINE SQUAD TRAINING
3. CREATE YOUR SESSIONS ON BOOK FOOTBALL
4. REQUEST AND RECEIVE YOUR START UP EQUIPMENT PACK AND RESOURCES
5. RECEIVE YOUR £500 GRANT VIA YOUR COUNTY FA.
6. START YOUR SESSIONS - IT'S AS SIMPLE AS THAT!





JUST PLAY!
BY ENGLAND FOOTBALL

Introduction: What is Just Play?

Just Play can be delivered as either turn up and play activity or Soccercise. It can be male, female, or mixed, and for disabled people. Players book online.

Turn up. Take part. Have fun.

That's the goal of the Just Play by England Football programme. This is recreational football at its best. It's laid-back, inclusive, have-a-kickabout football for adults and those aged 16+. It's jumpers for goalposts. It's friendship and fitness. No hassle. No pressure. Just pure fun.

Who is it for?

- It's for those aged 16+.
- As a provider, you can make your sessions open to all, or you can tailor and advertise them to a specific audience; veterans, female-only, male-only, over-60s, mixed. It's your session to run.
- For those who've played before and those who haven't.
- Whatever sessions you set up, it's about keeping it fun for the player and non-competitive – after all, this could be the stepping stone they need to get back into playing club football or 5-a-side competition.

How does it work?

- The FA gives a license to successful applicants from across the country to run safe and organised Just Play by England Football sessions. We provide organisers with game plans, branded Just Play by England Football kit, and branding to put up on the sidelines to make the sessions look professional.
- You'll run weekly sessions throughout the year with a qualified coach (please refer to [section five](#) for staff criteria).
- A typical kick about starts off with a warm-up and skills training, followed by a game scenario that can be chosen by the players themselves.
- Players to pay and play.

Just Play IS NOT:

- A data capture tool for pre-existing activity that isn't looking to grow or engage new participants.
- It's not a group of players who organise their own recreational activity e.g. a group of mates having a kick about.
- It's not a competition.
- It's not training sessions for teams that compete in structured leagues, recreational competition or ad hoc competitions.
- It's not a team.



What You Will Receive

SUPPORT



Delivery support



National search engine
and online booking tool

KIT & EQUIPMENT



Bibs, cones
& kit bag



Branded Just Play
clothing for lead coach



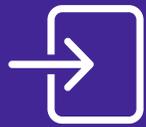
Nike footballs

RESOURCES



Branded
marketing assets

Programme Criteria

<p>01. DELIVERY</p> <p>Organisations must deliver a minimum of six sessions per year</p> 	<p>02. SAFEGUARDING</p> <p>Evidence a Safeguarding Policy (For 16+ offer)</p> 	<p>03. HEALTH AND SAFETY</p> <p>Complete a session Risk Assessment</p> 	<p>04. INSURANCE</p> <p>Evidence public liability insurance</p> 	<p>05. STAFF</p> <p>Meet and adhere to the staffing criteria throughout the delivery of the programme</p> 
<p>06. SUSTAINABILITY</p> <p>Aim to embed Just Play within your organisation to continue offering the opportunity to play</p> 	<p>07. INCLUSIVE</p> <p>Be inclusive for all participants regardless of ability, disability, impairment, or health condition</p> 	<p>08. ACCESSIBILITY</p> <p>Operate within community hours, to allow accessibility for all</p> 	<p>09. PARTICIPANTS</p> <p>Have capacity for a minimum of 16 participants</p> 	<p>10. FA TERMS & CONDITIONS</p> <p>Agree to The FA Terms & Conditions and must operate within the parameters of this agreement</p> 

01. Delivery

Delivery can run all year round – the more weeks delivering the better!

Just Play enables participants to try football for the first time – or return to the game they love – so we need as many of these opportunities as possible! It is mandatory for all Just Play Providers to use Book Football to create, manage, and take attendance at each session.



02. Safeguarding (For 16+ offer)

The lead coach, supported by the DSO, is responsible for carrying out the appropriate **Safeguarding Risk Assessments**, putting suitable safeguards in place, and making sure staff and participants are aware of the **Provider's Safeguarding Policy and Procedures**.

- The lead coach must also know and adhere to The FA's reporting procedures when managing any concerns.
- If your activity is disability specific or if it's likely you will have disabled participants, providers must refer to and utilise the download [10.7 Best practice in open age adult disability football](#).
- If you have participants aged 16 and 17, Providers must adopt and adhere to the Just Play Safeguarding Children Policy
- If you have participants aged 16 and 17, Providers must ensure they have a minimum of two FA DBS checked adults with a clear programme role available at every session.
- 16 and 17 year olds are defined by law as children. 'Providers' working with them are in a 'Position of Trust' as such 'Providers' must be familiar with The FA's guidance (1.7) Position of Trust and Appropriate Behaviour.



02. Safeguarding: DBS FAQ's

Q1. How do I get an FA DBS Check?

Contact your County FA Designated Safeguarding Officer (DSO) or PL/ EFL DSO for advice and guidance.

For more information, reach out to:

The FA DBS Unit

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

Q2. I already have a check via my PL club - can I use this?

Yes, but only if your check is for the child workforce, was completed through your PL Club account with 'First Advantage', and there's no content on your DBS Check. You'll need to contact:

First Advantage

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

Who will be able to port this over to The FA.

You'll need to give your name, DOB, the address you used to complete your check and give consent for First Advantage 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?

If your check is for the child workforce and was completed through your PL Club account with 'First Advantage', follow our guidance in Q2. If your DBS Check is for the child workforce and you have registered with the DBS Update service then please contact:

First Advantage

Tel: 0115 969 4618 or

Email: FAChecks@TheFA.com

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

If your DBS Check was carried out by any other organisation e.g. a school, church group, or volunteering organisation, you'll need to complete an FA DBS Check (Children's workforce).

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

It generally takes around 14 working days to carry out a DBS check. But if you sent off a paper application vs online, it could take longer. Other factors can also cause delays, such as if you have a complex address history, a common name, whether your local police force is busy, and the ease of accessing local records.

02. Safeguarding: Children Policy – Our Responsibilities

As a Just Play provider, we are committed to providing a safe environment for all and acknowledge our responsibility to safeguard the welfare of every young person involved in our activities.

We recognise that those aged 16/17 years-of age are legally defined as children and therefore we have a responsibility to ensure appropriate safeguards are in place.

We subscribe to The Football Association's (The FA) Safeguarding Children Policy and Procedures and endorse and adopt the following key safeguarding principles:

- 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, gender reassignment, sexual orientation, marital status or civil partnership, race, nationality, ethnic origin, colour, religion or belief, ability or disability, pregnancy and maternity.
- 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/carers is essential.

We acknowledge that every young person who plays or participates in our Just Play activities must be able to take part in an enjoyable and safe environment and be protected from poor practice, inappropriate behaviour, and abuse. We accept this is the responsibility of every adult involved in our activities and that those working directly with young people are in a 'Position of trust'.*

We commit to ensuring that young people have the right to take part, be heard, and have their views and opinions taken into consideration when making decisions and actions that concern them.

As a Just Play Centre, we have a role to play in safeguarding the welfare of the young people involved by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The FA's Safeguarding Children Regulations (see The FA Handbook) apply to everyone in football whether in a paid or voluntary capacity, this includes our Just Play coaches and volunteers.

* Someone in a position of trust is a person in a position of authority or responsibility over another person. Those in positions of trust are usually well established, trusted and respected in the community, they have a considerable amount of power and influence on a young persons' life. For more information view 1.7 Position of Trust and Appropriate Behaviour.

02. Safeguarding: Safer Recruitment

We endorse and adopt The FA's Safer Recruitment guidelines and where an individual is going to take on a specific role for our Just Play Centre.

We will:

- Specify what the role is and what tasks it involves
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible interview people before appointing them
- Ask for and follow up with two references before appointing someone
- Where eligible require an FA accepted DBS enhanced with barred list Check, in line with The FA's current Safeguarding Children Policy and Regulations

All of our Just Play Centre staff working in eligible roles with U18s are required to hold an in-date FA accepted DBS enhanced with barred list check as part of safer recruitment practice and we commit to managing this consistently.

If there are concerns regarding the appropriateness of a Just Play volunteer who is already involved or who has approached us to become involved, guidance will be sought from the County FA DSO. It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of football being used in the grooming of children.

Appropriate Behaviour

We recognise that everyone who works or volunteers with children and young people is responsible and accountable for the way in which they behave towards and around them. Every young person has a right to be treated with respect and dignity. Our Just Play Centre will not accept bullying or discriminative behaviour.

All adults within our Just Play Centre are required to exhibit acceptable behaviour. We commit to offering a welcoming environment for all where young people are treated equally, with respect and dignity and our Just Play activities are safe, fun and inclusive.

Our staff and participants are expected to be friendly, positive role models who together create a positive environment where healthy competition and fun are promoted in equal measure. Where participants do not treat others with respect and dignity, our Just Play Centre will address this and may ask participant(s) to leave. Any participants that are asked to leave may not be permitted to attend future sessions.

02. Safeguarding: Reporting Concerns

Safeguarding is everyone's responsibility, if anyone is worried about the welfare of a young person it's important they report their concerns to the DSO if your session includes volunteers aged under 18.

The DSO will deal with reported concerns as follows:

- Manage poor practice and where necessary seek advice from the County FA Designated Safeguarding Lead (County FA DSO)
- Make referrals about more serious concerns to the County FA DSO, or in an emergency contact the Police or Children's Social Care
- Ensure that if the young person needs immediate medical treatment they are taken to a hospital or an ambulance is called, and medical staff informed that it's a child protection concern
- Keep records of the actions taken and keep the County FA DSO informed

If the DSO is not available at any time, or the matter is clearly serious, all our participants must be aware that they can contact:

- The County FA DSO directly
- FA Safeguarding Team via Safeguarding@TheFA.com
- Police or Children's Social Care
- NSPCC Helpline (Monday to Friday 8am-10pm or 9am-6pm at weekends) for advice on 0808 800 5000 or text 88858 or email help@nspcc.org.uk

Whistleblowing

We support The FA's Whistle Blowing policy (as described in this paragraph), which requires any adult or young person with concerns about an adult in a position of trust within football can 'whistle blow' by contacting The FA Safeguarding Team via Safeguarding@TheFA.com or writing to The FA Safeguarding Case Manager at The Football Association, Wembley Stadium, PO Box 1966, London SW1P 9EQ, or by going direct to the Police, Children's Social Care or the NSPCC.

Our Just Play Centre will encourage everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.

Our Commitment

As a Just Play Centre we understand and accept our collective responsibility to adhere to our safeguarding children policy and procedures. We commit to ensuring our participants are aware of and have access to our policies.

02. Safeguarding – Disability Football

In adult disability football, the ratio of volunteers or staff to players needs to be managed on a case-by-case basis and informed by the safeguarding risk assessment.

The following may help work out how many helpers are required

- The facilities, including security, spectators, access arrangements, location of changing rooms and toilets.
- The support needs of players.
- The number of U18s playing and the support they need.
- Emergency evacuation procedures at the venue.
- Any known health or communication needs.
- Any other needs such as the need for some space or quiet time.

It's only by having enough helpers that situations such as injury, illness and challenging behaviours can be managed effectively.

Two helpers are always preferable in case of illness/injury/crisis.



02. Safeguarding – Useful Resources

Safeguarding Children Policy

- [10.7 Best practice in open age adult disability football](#)
- [EE Playmaker by England Football](#)

The Just Play Programme case studies can be found here

- www.EnglandFootball.com/play/adult-football/just-play

Just Play Safeguarding Policy

- [Click here to download](#)



03. Health & Safety

Just Play is all about having safely organised kickabouts in suitable facilities.

To ensure sessions are operating safely, programme organisers must have the following in place:

- [Health and Safety Risk Assessment](#)



04. Insurance

You must have a public liability insurance policy with a minimum indemnity limit of £2,000,000 per occurrence and evidence this within your application.

All participants are responsible for organising any other insurance they feel is appropriate for their participation in the Just Play kick about.



05. Staff for Activity Involving Adults (over 18s)

Requirement

- There must always be a minimum of one adult (18+) available at any one time, they must have either EE Playmaker by England Football qualification or FA Introduction to Coaching Football qualification.
- In adult disability football, the ratio of volunteers or staff to players needs to be managed on a case-by- case basis.
- If the session includes volunteers aged under 18 years old, there must be a minimum of one adult (18+) who is FA DBS checked.

Applicant

This is an administrative role only, for completing the application process.

This person cannot be directly involved in the delivery of any football activity unless they meet the criteria of another specified role namely; Lead Playmaker or Introduction to Coaching Football qualified coach, coach/volunteer. In this instance, they must also provide their details under the relevant role.

Lead coach

- Must be aged 18+.
- Minimum of a EE Playmaker by England Football qualification. (including FA Introduction to First Aid in Football) or
- Minimum FA Introduction to Coaching Football qualification.
- FA Introduction to First Aid in Football.
- You must hold an in date FA DBS Check if your session includes volunteers aged under 18.

Volunteers U18

- Volunteers must be supervised at all times by the lead coach.
- Volunteers aged 16 and above must have an in date accepted FA DBS Check.
- Minimum age for a volunteer is 14.
- You must have informed parent/carer consent for the volunteer to take on a role.
- The appointing of an U18 volunteer must be covered within your Safeguarding Risk Assessment.

05. Staff for Activity Involving 16 and 17 Year Olds

Requirement

- There must always be a minimum of two DBS checked adults with a clear role available at all times when U18s are involved in the activity either as a participant or as a volunteer. One of these adults (18+) must have the EE Playmaker by England Football qualification or have completed The FA Introduction to Coaching Football qualification.
- Please refer to the following [guidance document 5.5 Ratios](#) of adults to children to understand the number of staff members your Just Play session will require.

Applicant

This is an administrative role only, for completing the application process. This person cannot be directly involved in the delivery of any football activity unless they meet the criteria of another specified role namely; Lead Playmaker or Level 1 coach, coach/volunteer. In this instance they must also provide their details under the relevant role.

Lead coach

- Must be aged 18+.
- Minimum of The EE Playmaker or The FA Introduction to Coaching Football qualification.
- In date accepted FA DBS check.
- FA Safeguarding Children qualification.
- FA Introduction to First Aid in Football qualification.

Volunteers U18

- Volunteers must be supervised at all times by the lead coach.
- Volunteers aged 16 and above must have an in date accepted FA DBS Check.
- Minimum age for a volunteer is 14.
- You must have informed parent/carer consent for the volunteer to take on a role.
- The appointing of an U18 volunteer must be covered within your [Safeguarding Risk Assessment](#).

DSO

- Recruited in line with role profile.
- In date accepted FA DBS Check.
- Responsible for ensuring safeguards are in place and maintained effectively.
- Must have attended FA Welfare Officer Course (WOC) or PL/EFL relevant DSL training.
- All staff, parents/carers and players must be made aware as to whom this person is and how to contact them.

Note - this person can also be the administrator, lead coach or coach/volunteer only if they meet the requirements for the role.

06. Sustainability

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

What does sustainability mean?

JUST PLAY PROGRAMMES ARE RELEVANT, RELIABLE & FINANCIALLY VIABLE



Relevant

Is continuing to offer a programme which is 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.

To help you plan a successful programme, consider the following:

- How much are you going to charge participants?
- How are you going to recruit staff?
- How are you going to involve your parent/carer network?
- What links do you have to wider networks i.e. clubs, schools, colleges, universities or how could you look to build them?

07. Inclusive

All Just Play sessions should 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.

Just Play is FOR ALL

So, as we grow our network, we must make sure there are suitable opportunities for disabled people. That's why we encourage you and your delivery team to apply to run a disability-specific Just Play session.

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.

Of course, you will need to be aware of additional factors when working with players with a disability to create a safe and enjoyable environment. The best people to ask for advice to meet their needs are the players themselves, their parents and carers.

Make your Just Play sessions safe and fun for all

- Carry out additional safety checks – where necessary.
- Develop a shared plan with your players in terms of goals and expectations – work together to achieve them.
- Adapt and even simplify how you organise and deliver sessions to include everyone.
- Modify the length, intensity and frequency of sessions, drills and activities – some players with a disability may tire more quickly, need regular rests, or need to rehydrate more frequently.

07. Inclusive

Questions to consider:

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

Work with your players

Speak to your players and their parents/carers to identify any specific needs and adapt drills and warm-ups accordingly.

Create and find 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.

The STEP principle can help you to adapt your session to involve all players, including those with a disability:

Space – Modify the size of the space and area in which a task is to be performed. Consider adapting the point-scoring distance or areas.

Task – Give different players different tasks, e.g. ball juggling, without a bounce and ball juggling with multiple bounces.

Equipment – Use different modified equipment if it will help players of different abilities to learn more effectively.

People – Modify the numbers within the practice to make it easier or harder to achieve success.



Just Play Providers can get support in helping understand how to adapt sessions for disabled people:

- Disability content on playmaker
- County FA disability lead officer
- [Introduction to Disability Football!](#)

08. Accessibility

Just Play is a community programme designed to give every participant the opportunity to play football. Accessibility is about removing barriers to participation.

Barriers could include:

- **Physical** – if young people have Special Educational Needs or Disabilities (SEND).
- **Economic Barriers** – if young people are from disadvantaged backgrounds. We want to ensure Squad Girls' Football sessions are accessible to all, which is why it's important for them to be available in locations which require little travel. The fee per session per participant must be no more than £5 unless explicitly agreed otherwise with your local County FA.
- **Logistical** – Just Play needs to operate in community hours appropriate to the audience you are targeting.



09. Participants

As a Just Play Provider, you must demonstrate you have a minimum capacity of 16 participants.

Sessions should aspire to achieve 16 participants each week over each delivery year.

We understand this may take weeks to achieve and will depend on your local community and type of session. For example, as a disability specific provider, the number of participants is likely to be lower than those suggested here.

All participants must be booked on to a Just Play session via Book Football before taking part.

We ask every Just Play deliverer to take attendance at the end of each session.

- Just Play coaches and volunteers must have confirmed parent or carer consent to participate if 16 or 17.
- Make sure you comply with General Data Protection Regulation (GDPR) for all participant data you collect and retain, including medical needs, emergency contact information, and any additional needs, such as support for impairment or learning difficulties.

All Just Play providers must use Book Football to guarantee:

- ✓ GDPR compliance
- ✓ Parent/carer consent (if required)
- ✓ Participant medical details
- ✓ Parent/carer emergency contact information (if required)
- ✓ Additional needs information
- ✓ Easy attendance register system
- ✓ Emergency contact information

09. Participants

How to reach participants

To raise awareness – and participation – you'll need to promote Just Play sessions to your local audience.

Here are just a few of the ways to get started:

In the local community

- You could put up posters with the right images and session details in local clubs, universities, sixth form common rooms, community and leisure centres, health centre or doctors surgery, even the library. The wider the spread, the better to reach more participants.

Online

- Using Book Football will ensure your sessions are searchable by potential participants who can book their space and you'll be notified of anyone signed up to attend.
- If people want to know more about the Just Play programme and what to expect, you can link to the videos and information on www.Englandfootball.com/play/adult-football/just-play.

How to use editable assets

To promote your session on social media we've put together some images and ideas for you to personalise and share on your social media channels.

Use the #JustPlay so your post joins the conversation.

You will receive a downloadable marketing toolkit, that includes images and posters.

How to use the editable files

1. Select your chosen image.
2. If required upload your image to the allocated space.
3. Select the strap line to attract the attention of your audience.
4. Check you are happy with the image.
5. Click 'save as' and select the Jpeg drop down and save to your computer.
6. Upload the image to your social media channels and share with the hashtag #JustPlay.
7. Write in the social copy the details of your session, date, who it's for, the time it takes place and the location.
8. NB: On the poster please edit the details before you print.

10. FA Terms & Conditions

We ask all Just Play Providers to agree to FA Terms and Conditions when you apply on Book Football – and that you operate within the parameters of this agreement.



JUST PLAY!
BY ENGLAND FOOTBALL

GET STARTED!

Ready to get started and become a Just Play provider?

If you're ready to start your journey to becoming a provider, all you need to do is get in touch with your local County Football Association by dropping them an email or giving them a call.

After that, these are the steps you will take:

1. [Sign up to become a Just Play provider on Book Football](#)
2. [Create your sessions on Book Football](#)
3. [Receive your start up pack and resources](#)
4. Start your sessions - it's as simple as that!



ENGLAND
FOOTBALL

