



## **Terms and conditions for Lancashire FA 'Coaches Club' Members**

Lancashire FA is here to increase participation, regulate the game and provide safe and inclusive opportunities for everyone in our County. We aim to work together to make a difference to the game we love. All Partners shall adhere to the core values of Lancashire FA.

### **Connecting, Supporting and Developing Grassroots Football in Lancashire**

#### **1) Personal responsibilities**

All members of the Lancashire FA Coaches Club should always demonstrate exemplary personal behaviour and conduct. This includes refraining from any behaviour that is inappropriate or that may cause offence to individuals or which may bring Lancashire FA into disrepute.

##### **1) Coaches should practice the following standard operating procedures:**

- a. Adhere to Lancashire FA policies, rules, and regulations
- b. Refrain from taking Photographs, or filming when attending a Professional Club training session
- c. Refrain from engaging in social media or any form of electronic communication which will bring the Association into disrepute
- d. Show respect to fellow Partners, Coaches, volunteers, Directors and Lancashire FA employees
- e. Respect the confidentiality of Lancashire FA matters and discussions, as appropriate
- f. Use appropriate language when attending events, training sessions or online webinars
- g. Not use any discriminative language or behaviours whilst being part of this programme
- h. Display and promote high standard of behaviour

Evidence of behaviour that breaches the expected standards of behaviour and or conduct shall be dealt with in accordance with Lancashire FA policies and procedures may result in Coach members being asked to leave the Lancashire FA Coaches Club.

#### **2) Safeguarding**

- a. Lancashire Football Association takes its role as a provider of football for under 18s very seriously. Their well-being is paramount in all decisions taken by us. All children and young people we meet have the same protection regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity.
- b. We act in accordance with legislation, statutory guidance and The FA's Policy and Procedures and any associated guidance and we work collaboratively with The FA in relation to concerns about the safeguarding of children or young people.

**This Code of Conduct applies to all members of the Lancashire FA 'Coaches Club' , and partners, as all of us have a key role in safeguarding.**

#### **3) Coach and Partner Obligations**

It is our expectation that our Coaches and Partners will always act in the best interests of children and young people under the age of 18 and in accordance with The FA's Safeguarding Children Policy and Procedures. The welfare of children and young people must always be paramount. This includes an expectation that Lancashire FA Coaches Club members will:



- a. Act in the best interest of children and young people and be guided by the principle that the welfare of the child or young person is paramount in all decisions and actions taken.
- b. Undertake any safeguarding education or training as requested by us.
- c. Read and comply with The FA's Safeguarding Policy and our safeguarding procedures.
- d. Obtain and maintain a valid, accepted FA DBS check (less than three years since the date of issue) which is required when attending events or Professional Academy training sessions
- e. Act in an appropriate way when in contact with children and young people whether face to face, via social media, phone, or other electronic communications.
- f. Promptly report any concerns about safeguarding or the protection of children or young people in football to our Designated Safeguarding Officers or the Senior Safeguarding Lead or other nominated person or persons in their joint absence
- g. Be familiar with and use the FA whistle-blowing policy if you suspect or believe that we have not properly addressed any safeguarding concerns.
- h. Act with integrity.
- i. Seek advice from the Designated Safeguarding Officers or the Senior Safeguarding Lead if you are unsure about any of the above or if you are unsure how to act in any given situation.

#### **4) Membership Subscription**

Membership subscription is available to pay in full as one payment, or by paying an initial deposit and equal monthly instalments.

##### 12 Monthly Membership Fees (correct as of July 2021)

- £95 (£40 deposit at enrolment + 11 payments of £5 per month)
- £85 as a one off, upfront payment

Members are required to pay for their membership at the time of application and then every month thereafter, if paying by Standing Order.

#### **5) Payment**

- a. Our preferred method of Payment is BACS Via Standing Order, please use your unique individual FAN number as reference to any payment.

Account Name: Lancashire FA  
Account Number: 05578388  
Sort Code: 01-00-85  
NatWest BIC: NWBK GB 2L  
NatWest IBAN: GB62 NWBK 0100 8514 3369 60

- b. Membership Payment date is the 1<sup>st</sup> of every month for payment by instalments, please ensure your standing order is set for this date.
- c. If deposit payment is paid part way through a month the standing order payment is to be received the following month.
- d. The association also accepts Cash and Cheque



## 6) Cancellation by Member

- a. If the member wishes to cancel during the membership, they must do so in writing to the association.
- b. Refunds will not be given.
- c. If a member pays by standing order, they are required to pay the remainder of the 12 months upon cancellation.
- d. The association however will review any refund request on individual circumstances

## 7) Cancellation by Association

- a. The association has the right to cancel your membership should a member be in breach of any of the terms in this contract.
- b. The association has the right to cancel your membership if payment terms are not met and your payment is not received within 7 working days of signing the agreement or standing order date.

I agree to all the above terms and conditions.

### Agreement

Member Print:

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Member Signature:

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Date:

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Colin Greenall on behalf of Lancashire Football Association:

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Date:

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### **Head of Safeguarding**

Neil Yates [Neil.Yates@lancashirefa.com](mailto:Neil.Yates@lancashirefa.com) 01772 624000 & 07500144743

### **Designated Safeguarding Officer**

Chris Doherty [Chris.Doherty@lancashirefa.com](mailto:Chris.Doherty@lancashirefa.com) 01772 644264 & 07821551422

### **CEO & Senior Safeguarding Lead**

Simon Gerrard [Simon.Gerrard@lancashirefa.com](mailto:Simon.Gerrard@lancashirefa.com) 01772 624000



**Deputy Senior Safeguarding Lead**

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