

Kent Football United

Rules & Regulations

1. Name

The club shall be called Kent Football United and will be affiliated to the Kent County and London Football Association and the Glentworth Sports Club, Lowfield Street, Dartford, Kent, DA1 1JP shall be deemed its HQ.

2. Objectives

The club aims to offer noncompetitive and competitive football for boys/girls aged 4 to 18 as part of a youth development structure. The club aims to provide high quality FA to UEFA qualified coaching and will compete in local league and cup competitions. In addition, the club aims to provide a senior progression after the youth system to maintain player development into senior football. The clubs aim for the youth system is to progress teams to the Kent Youth League at U13s. Club aims to provide a player pathway allowing players of all abilities to progress throughout the club. Male progression to the Southern Counties East Football League Tier 6 (SCEFL) and female progression to The FA Women's National League Tier 4.

3. Status of Rules

These rules (the club rules) form a binding agreement between each member of the club and the management committee and all members also agree to abide by the clubs code of conduct which was sent out alongside your membership form.

4. Rules & Regulations

The club shall have the status of a member club within the county of its affiliation. The club agrees to abide by the rules laid down by The Football Association and understands no changes to these rules can be made unless instructed by The Football Association. The club also agrees to abide by the Safeguarding Children Policy, Equal Opportunities and Anti-Discrimination Policies.

5. Club Membership/Membership Fee

A person/s are deemed a club member once a fully completed membership form with payment has been received by the club. The membership fee will be set at the Annual Management Meeting and will not exceed £100. All members are bound by these club rules and club policies as outlined in Rule 4.

6. Training Subscriptions

Training subscriptions are to be paid monthly into the club. These are set at:

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|-----|-------------------------------------|
| £20 | Soccer School & Girls PDC (No team) |
| £30 | Mini Soccer U7-U10 |
| £35 | Youth U11-U18 |
| £45 | Kent Youth League U13-U18 |

A sibling discount will be applicable. Sibling monthly payments will be £10 for Soccer School/Girls PDC with £15 due for a sibling who participates in a club team.

a. As a member you understand that all subs are due between the 1st and 6th by standing order which it is your responsibility to setup. Once setup you must confirm to club by email s.macneil.kfu@gmail.com before your child's registration will be completed.

- b. Providing a false email of confirmation will result in club disciplinary action
- c. If subs lapse then a letter will be sent. Failure to bring your account up to date by the start of the following month will result in an immediate suspension from all footballing activities. Continued lapses of subs may result in disciplinary action.

7. Player Fines

If a player is booked or cautioned in a match the club secretary will forward the correspondence from the Kent FA. All fines must be paid by the parent of that player within 10 days. Failure to do so may result in the player being suspended. Parents will also be liable for any late payment charges the club incurs from the County FA.

8. Club Teams & Management Support

The club will provide football for its club teams for each season. Teams will be submitted with adequate equipment to begin each season. The club is responsible for providing these as well as playing and training facilities. Each season the club will submit the number of teams that will be competing and these will be affiliated to the relevant county associations. Teams from U7s to U11s will be entered in non-competitive environments as per FA law, teams from U12s to U18s will be entered into competitive leagues as well as county cups.

- a. All officials working within a team must be DBS checked through the club's child welfare officer. Any member found to be working in an official capacity without compliance will be called into a disciplinary hearing on child protection grounds.
- b. Managers and one assistant of each team will receive FREE subs for the whole season September to May. The club will provide each team with a basic set of equipment as well as access to the club equipment store on training days. This store will include additional equipment which can be used such as poles, ladders, training goals, hoops and more.
- c. Kent Football United will provide each team with a midweek slot under floodlights for training. This may be grass or astro turf and will be decided at the club's discretion. Teams may decide to do a double session on one day rather than split across two. This will be a manager's decision.
- d. The management of the team are responsible for the organisation and running of the team in accordance to the rules of the club and County FA. Management will run their teams to the best of their ability at all times and if for any reason circumstances change where they cannot do this the club must be informed immediately.
- e. All club coaches must wear club branded clothing at all training, matches and occasions representing the club.
- f. A minimum of one member of the management should arrive at home games 45 minutes – 1 hour prior to kick off. This is to ensure the opposition are welcomed on arrival and made aware of the rules around the ground.
- g. Management are responsible for all paperwork re their team. Any fines incurred through this will be payable by the management of that particular team.
- h. Management are responsible for ensuring any coaching or matchday guidelines given to them through club meetings are adhered to at all times in the best interests of the football club's image and professionalism.
- i. Management are responsible for forwarding on any relevant club information to their teams as directed by the club.
- j. Any manager who wishes to complete an FA coaching course can be enrolled through the club or personally at their own discretion. On completion KFU will refund the applicant 50% of the total cost six months after completion upon receipt of a valid certificate.

9. Application for Management of Teams

Any member or non-member wishing to apply for a management position within the club must complete the following process. A cover letter/email to the club secretary stating which position (Senior or Youth) they are interested in. All management of teams within Kent Football United are required to be a minimum of FA Level 1 and hold valid certificates in safe guarding children and emergency aid. You will have up to one year to achieve these if you do not currently hold them. Failure to reach their levels will result in your removal from the role as this will adversely affect our FA Charter Standard.

In addition Kent Football United welcomes teams to move across to the club, if anyone is interested they should make contact with the club secretary to arrange for a meeting to discuss:
s.macneil.kfu@gmail.com

10. Training & Matchday Rules

- a. All spectators, classified as those not nominated by the club as a team official, must remain behind the respect barrier at all times. This is a club and County FA rule in regards to the safeguarding of children and best practice for coaching. Anyone found breaching this rule will be politely asked to move back behind the barrier. In cases of continuous breaches of this rule disciplinary action will be taken.
- b. No personal footballs should be brought to training and/or matches. Players are instructed to wait for the direction of their management team. If you arrive at training and your management team are not in attendance please wait off of the pitches until such times they arrive.
- c. Spectators must hold the clubs integrity at all times and must not engage in any situation which could bring the club into disrepute. If you have an issue with an opposition team or parent this needs to be made in writing to your team manager and not taken upon yourself. The club can then deal with any issues using the correct channels.
- d. All parents are to promptly arrive for training and matches. It is in the best interests of the players' preparation and development they are in attendance for the full sessions each week. Continuous lateness may result in disciplinary action.

11. Resignation & Expulsion

If you wish to de-register from Kent Football United you must return settle your account with the club accompanied with a written letter of de-registration before your de-registration will be accepted. This is to be sent to the club secretary. Upon receipt of this letter and the settlement of account; de-registration and/or transfer will be authorised. If a letter of de-registration is not received you will be liable for any subs up to the date of that letter.

12. Annual Management Meeting (AMM)

The club will hold an AMM prior to the 1st June each season to elect the management committee for the new season. Full details of this are available in the club constitution.

13. Club Finances

The club finances shall be stored within an account holding the clubs name Kent Football United. Money within this account is known as club funds and shall be used in the best interests of developing and maintaining the club moving forward. Monthly accounts are presented at the monthly management committee meetings.

14. Complaints Procedure

This procedure allows management/parents/members to voice complaints to the clubs management committee. If you have a complaint then please email the club secretary. The club management

committee will then discuss your issue at the month's meeting before responding accordingly.
Contact can be made to: s.macneil.kfu@gmail.com

15. Disciplinary Procedure

The club holds the right to call any member of its organisation to a disciplinary hearing at a chosen venue. If a disciplinary is required a letter will be sent to the required individual stating the details of the hearing. Recipient is then required to respond 7 days from the initial letter confirming their attendance. A disciplinary committee will be made up of a minimum of five members of the management committee not exceeding seven.

- a. Failure to respond within 7 days to the disciplinary letter will result in a £5.00 admin fee being added.
- b. Failure to respond to second disciplinary letter will result in immediate suspension until such times the hearing has been completed.
- c. Members hold the right to a witness to attend the hearing should they wish
- d. The outcome of the hearing will be communicated via letter no later than 7 days following the hearing and will be communicated to the rest of the management committee
- e. The club reserves the right to fine members up to but not exceeding £250 if found guilty
- f. Any disciplinary fines not paid within 28 days of a hearing will result in immediate suspension until full payment has been made to the club.