

# Welcome!

to Morecambe Ladies and Girls FC





your

| club

Welcome to Morecambe Ladies and Girls FC and welcome to the football family. Whether you are playing for fun or want to be a future Lioness, we hope you enjoy your time with us, meet lots of new friends, and love playing football.

We do!





your

# | club

The club can be traced back to 2005, when Sophie Fish formed Lancaster and Morecambe Ladies FC to provide an opportunity for females to play football in the district. Two years later the club was approached by Morecambe FC, whose badge we now proudly wear. From one ladies team, the club has grown to encompass 10 teams across all ages from 7 upwards.





your

# | clubmates

This is what it is like to play for  
Morecambe Girls FC



**ABIGAIL, UNDER 8S**

I love playing with my teammates, football has helped me make lots of new friends



**LOLA, UNDER 13S**

I love being part of the team, as they always support me and push me to be my best. My coaches and teammates are amazing!



**LAUREN, UNDER 15S**

Morecambe U15 girls-football friends together through every win or loss



# your | team

**Making new friends and learning to work as a team. That's what football is all about.**



- Will be made up of girls your own age or similar
- Will have its own dedicated coach(es)
- Will have its own Whatapp group so your parents know what is going on
- Will train once a week during the season, usually on Tuesdays, at the University of Cumbria Sports Centre
- Will play a match most Sundays during the season, when conditions allow



your

# | coaches

**These are the hardworking people who run your club and your team. Listen to them and they will help you become a better footballer**



**LOIS BENSON**  
under 7s coach



**VICKY SHAW**  
under 7s coach



**CRAIG BROWN**  
under 8s coach, **vice-chairman and welfare officer**



**PETE BOWDEN**  
under 8s coach



your

# | coaches

These are the hardworking people who run your club and your team. Listen to them and they will help you become a better footballer



**SCOTT BENSON**

under 9s coach



**ROB AUSTIN**

under 9s coach



**DAN PHELAN**

under 10s coach



**JONNY BRADY**

under 10s coach **and**  
**treasurer**



your

# | coaches

These are the hardworking people  
who run your club and your team.  
Listen to them and they will help  
you become a better footballer



**DAVE MCCANN**

under 11s coach



**CRAIG MCKENZIE**

under 11s coach



**NICK BARRETT**

under 13 reds coach  
and **chairman**



**SOPHIE FISH**

under 13s reds coach,  
**secretary and founder**



your

# | coaches

These are the hardworking people who run your club and your team. Listen to them and they will help you become a better footballer



**STEVE EATOCK**

under 13s blues coach



**BECCA BALDWIN**

under 13s blues coach  
and **welfare officer**



**CHARLES TISDALL**

under 14s coach



**CONNOR WRIGHT**

under 15s coach



# your | kit

**Wear it with pride!**



- **When you join you will be given a match kit. Please make sure it is clean for matchdays**
- **You can train in whatever sports wear is appropriate for the conditions. Club training kit is available to buy if you wish**
- **You will need your own football boots, shin-pads and waterbottle. The club sometimes has a supply of second-hand boots**
- **If you leave the club you will be asked for any kit given to you to be returned**



**your**

# **commitment**



**This is what we expect of you and your parent/carers**

- **Attend training whenever you can**
- **Attend matches whenever you can**
- **Keep your coach informed when you are unable to attend**
- **Get your parent/carer to join your team's WhatsApp group to keep in touch**
- **Get your parent/carer to pay your £12.50 subs on time each month by standing order**
- **Follow the players code of conduct and ask your parent/carer to follow theirs**



New Player Sign Up

A signed copy of this completed form must be brought to your next training session.

Childs Details	
Name	
Date of Birth	
Address	
School Attended & Year	

Emergency Parent/Carer Contact 1		Emergency Parent/Carer Contact 2	
Name:		Name:	
Relationship to Child		Relationship to Child	
Address		Address	
Mobile		Mobile	
Email		Email	

Please provide details of any allergies or other medical conditions

By signing below:

I accept that there is a potential risk of accident when taking part in physical activity. In the event that my child sustains an injury whilst taking part in a Morecambe Girls FC session, I hereby give consent for my child to receive medical attention.

I have read, understood and accept the information laid out in the Morecambe Girls FC Welcome Pack:

o Codes of Conduct

o Safeguarding Children Policy

o Health & Safety Policy

o Social Media Policy

o Recruitment Policy

o Equality Policy

Name of Parent/Carer	
Signature of Parent/Carer	
Date	

I do/do not (delete as appropriate) give permission for Morecambe Girls FC to take photos and/or video of my child and use these for training, recruitment and publicity and other purposes.  
Morecambe Girls FC have full rights to use the images resulting from the photography / video filming and any reproductions or adaptations of the images for the above purposes. This might include (but is not limited to), the right to use them in their printed and online publicity, social media, press releases and funding applications.

Name of Parent/Carer	
Signature of Parent/Carer	
Date	

Payment should be made as follows:

- Payments to be made on the corresponding date of your child's team i.e. if your child plays for the Under 8's, payment is due on the 8th.
- Payment to total £12.50
- Detail your child's name & age group as a reference on the payment i.e. Jane Smith U13
- Account number and sort code for payment – 42235405 / 01-05-78

If at any point you wish to cancel your child's attendance (and payment), you must inform us 1 month prior to the end date and return any kit provided to you free of cost by Morecambe Girls FC.

Please sign below to agree to all commitments above.

Name of Parent/Carer	
Signature of Parent/Carer	
Date	



# code of conduct

## young players

We expect you to try your hardest at all times. You are representing the club as well as yourselves. This means:



- **Have fun: It's what we're all here for!**
- Always try your hardest in both matches and training for the benefit of the team
- Play fairly and be friendly
- Play by the rules and respect the Referee
- Shake hands with the other team - win or lose
- Listen carefully to what your coach tells you
- Understand that a coach has to do what's best for the team
- Talk to someone you trust or the Club welfare officer if you are unhappy about anything at Morecambe Girls FC
- Encourage your team mates
- Respect the facilities home & away
- Understand that if you do not follow the Code, you may:
  - Be asked to apologise to whoever you've upset
  - Receive a formal warning
  - Be dropped, substituted or suspended from training or matches
  - be asked to leave the club, return the match kit provided and not return



# code of conduct

## coaches



- Always show respect to everyone involved in the game
- Stick to the rules and celebrate the spirit of the game
- Encourage fair play and high standards of behaviour
- Always respect the Referee and encourage players to do the same
- Never enter the field of play without the referee's permission
- Never engage in, or tolerate offensive, insulting or abusive behaviour
- Be aware of the potential impact of bad language on others
- Be gracious in victory and defeat
- Respect the facilities home and away

When working with players, they will:

- Place the well-being, safety and enjoyment of each player above everything
- Never tolerate any form of bullying
- Ensure all activities are suited for the players' ability and age
- Work with others (e.g. officials, doctors, welfare officers, physiotherapists) for each player's best interests

continued over.....

Your coaches have a duty to ensure that they set a positive example for you and your teammates. On and off the field, they will:



# code of conduct

## coaches

continued..

Your coaches have a duty to ensure that they set a positive example for you and your teammates.



continued.....

- They understand that if they do not follow the Code, they may be:
  - Required to meet with the Club or league welfare officer or our CFA Designated Safeguarding Officer (DSO).
  - Suspended by the Club from attending matches
  - Suspended or fined by the County FA
  - Required to leave, lose their position and/or have their license withdrawn



# code of conduct

# spectators and parents

Your parents and spectators are representing you and the club and this is what we expect of them



**Have fun; it's what we're all here for!**

**As spectators and parents, you will:**

- Celebrate effort and good play from both sides.
- Always respect the Referee and coaches and encourage players to do the same.
- Stay behind the touchline and within the Designated Spectators' Area (where provided).
- When players make mistakes, offer them encouragement to try again next time.
- Never engage in, or tolerate offensive, insulting or abusive language or behaviour.
- understand that if you do not follow the Code, you may be:
  - Issued with a verbal warning or asked to leave
  - Required to meet with the Club, league or CFA Welfare Officer
  - Obligated to undertake an FA education course
  - Requested not to attend future games, be suspended or have your membership removed
  - Required to leave the Club along with any dependents and/or issued a fine



# health and safety

**This policy applies to all staff, including volunteers, students or anyone working on behalf of Morecambe Girls FC.**

**The purpose of this policy is:**

- **To ensure that, so far as is reasonably practical, that all steps will be taken to ensure the health, safety and welfare of all children who receive Morecambe Girls FC services**
- **To provide anyone working on behalf of Morecambe Girls FC with the principles that guide Morecambe Girls FC's approach to health and safety**

## **Legal Framework**

**This policy has been drawn up on the basis of law and guidance for health and safety, namely:**

- **Health and Safety (First Aid) Regulations 1981**
- **Health and Safety at Work Act 1974**

**We take responsibility for:**

- **Providing adequate control of the health and safety risks arising from our activities;**
- **Providing and maintaining safe facilities and equipment;**
- **Ensuring that all information, instruction, training and supervision necessary to ensure health and safety will be provided;**
- **Ensuring high standards of health and safety;**
- **Providing information, instruction and supervision for employees to ensure policies are understood and adhered to;**
- **Minimising the risk of accidents or ill health;**
- **Being aware of current child welfare requirements and adhering to statutory requirements and guidelines;**
- **Reviewing and revising this policy as necessary at regular intervals in line with current health and safety legislation**

**We will seek to keep children and young people safe by:**

- **Carrying out risk assessments for each type of coaching session, whether that be within a school setting, an independently run Morecambe Girls FC group or individual session**
- **Adopting health and safety practices through a code of conduct for staff and volunteers**
- **Ensuring that we have a safe physical environment for children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance**

**Parent / carer responsibilities:**

- **Inform Morecambe Girls FC coaches of any health conditions that may affect your child's ability to take part in physical activity**
- **Provide Morecambe Girls FC coaches with any medical equipment/aids that your child may need**
- **Carry out medical intervention that falls outside the constraints of the coaches first aid training (e.g. insulin administration)**



**policies**

# social media

This policy applies to all staff, including volunteers, students or anyone working on behalf of Morecambe Girls FC.

The purpose of this policy is:

- To ensure children, young people, coaches, referees and adults in a position of trust are not subjected to improper online behaviour or improper allegations
- To provide anyone working on behalf of Morecambe Girls FC with the principles that guide Morecambe Girls FC's approach to social media use

We take responsibility for:

- Ensuring all the privacy settings are locked so that the page(s) are used explicitly for Club or league matters and are not used as a place to meet, share personal details or have private conversations
- Monitoring the club's social networking page regularly and removing access for anyone behaving inappropriately
- Making sure everyone within the Club knows who is responsible for monitoring the content of the social networking areas and how to contact them
- Gaining written parent/carer permission before access is given to U18s
- Informing the Club Welfare Office if you have received inappropriate communications online, keeping a record of any inappropriate, threatening or offensive material as this may be needed as evidence.

We will not:

- Accept as a friend, players or referees U18 on social networking sites they are members of or share their own personal social networking sites with children or young people involved in youth football
- Make contact with children or young people known through football outside of the football context on social networking sites
- Use internet or web based communications to send personal messages of a non-football nature to a child or young person
- Engage in any personal communications, 'banter' or comments





policies

# recruitment

This policy applies to all the day to day running of the Morecambe Girls FC.

The purpose of this policy is:

- To ensure a safe and enjoyable environment by carrying out sound recruitment and selection procedures to appoint coaching staff

- To protect children and young people when volunteers are sought to work with them
- To prevent unsuitable people from working with children and young people

We take responsibility for:

- Ensuring roles within the Morecambe Girls FC are clearly defined

- Collecting information on each applicant in a consistent way

- Scrutinising applications fairly and equitably

- Obtaining identification documents to confirm the identity of each applicant – for example: a passport or driving license providing photo ID

- Meeting with everyone who has applied for the post or offered to volunteer before any decisions about taking them on are made

- Ensuring more than one official is present at all meetings/interviews

- Obtaining at least two references from individuals who are not related to the applicant

- Obtaining Criminal Record Checks (CRCs) from all current and prospective Morecambe Girls FC coaches and volunteers

- Ensuring up to date CRCs are kept on file by the Morecambe Girls FC at all times

Once in post we will ensure that:

- New volunteers are made aware of and sign up to the club's Safeguarding Children policy and procedures, best practice guidelines and codes of conduct

- They attend The FA's Safeguarding Children Workshop

- A period of supervision/observation or mentoring is introduced to support the new volunteer



**policies**

# safeguarding children

This policy applies to all the day to day running of the Morecambe Girls FC.

The purpose of this policy is:

- To protect children and young people who receive Morecambe Girls FC services
- To provide anyone working on behalf of Morecambe Girls FC with the principles that guide Morecambe Girls FC's approach to safeguarding and child protection;

Morecambe Girls FC believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practise in any way that protects them.

## Legal Framework

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Human Rights Act 1998• Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Special educational needs and disability (SEND) code of practice: 0 to 25 years – Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities; HM Government 2014
- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers; HM Government 2015
- Working together safeguarding children: a guide to inter-agency working to safeguard and promote the welfare of children; HM Government 2015

This policy should be read alongside our policies on:

- Health and Safety

continued....



**policies**

# safeguarding children

.....Continued

**We recognise:**

- The welfare of the child is paramount, as enshrined in the Children Act 1989
- All children regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential to promoting young people's welfare

**We will seek to keep children and young people safe by:**

- Valuing them, listening to and respecting them
- Adopting child protection and safeguarding practices through a code of conduct for staff and volunteers
- Recording and storing information professionally and securely, and sharing information about safeguarding and good practice with children, their families, staff and volunteers
- Creating and maintaining an anti-bullying environment and ensure that we deal effectively with any bullying that does arise
- Ensuring that we have a safe physical environment for children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance



The background of the entire page is a faded photograph of a football field. In the foreground, two young girls in blue and red football kits are running. In the background, a man in a black shirt, likely a coach, is standing on the grass. The overall scene is bright and sunny.

**policies**

# | equality

**This policy applies to all staff, including volunteers, students or anyone working on behalf of Morecambe Girls FC.**

**The purpose of this policy is:**

- **To ensure that everyone is treated fairly and with respect and that the Morecambe Girls FC is equally accessible to all**
- **To provide anyone working on behalf of Morecambe Girls FC with the principles that guide Morecambe Girls FC's approach to equality**

**We take responsibility for:**

- **Setting standards and values to apply throughout the Morecambe Girls FC at every level**
- **Ensuring that football belongs to and is enjoyed by anyone who wants to participate in it**

**We will:**

- **Not discriminate or in any way, treat anyone less favourably on grounds of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability**
- **Ensure we treat people fairly and with respect**

**We will not:**

- **Tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination:**
- **This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal**

**We will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.**

**We are committed to taking positive action where inequalities exist and to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination and promote equality in football.**

**We are committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the Equality Act 2010.**

**We commit ourselves to the immediate investigation of any claims when brought to its attention, of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions are imposed as appropriate.**



### Contact Details

**Nick Barrett, Chair (General Enquiries)**

**Tel: 07814 276448**

**email: [chair@morecambeladiesandgirlsfc.org](mailto:chair@morecambeladiesandgirlsfc.org)**

**Sophie Fish, Club Secretary (New Player Enquiries)**

**Tel: 07896 085328**

**email: [clubsecretary@morecambeladiesandgirlsfc.org](mailto:clubsecretary@morecambeladiesandgirlsfc.org)**

**Craig Brown, Vice-Chair, Welfare Officer**

**Tel: 07432 546978**

**email: [vicechair@morecambeladiesandgirlsfc.org](mailto:vicechair@morecambeladiesandgirlsfc.org)**

**Becca Baldwin, Welfare Officer**

**email: [welfare@morecambeladiesandgirlsfc.org](mailto:welfare@morecambeladiesandgirlsfc.org)**

**Gary Westwell, Publicity and Communications Officer (Sponsorship Enquiries)**

**email: [marketing@morecambeladiesandgirlsfc.org](mailto:marketing@morecambeladiesandgirlsfc.org)**



### Complaints Procedure

If you have any problems in relation to child welfare please contact one of our club welfare officers Becca Baldwin or Craig Brown on using the contact details above. If the child welfare issues concerns a club welfare officer please contact the Chair or Club Secretary. For any other complaints or problems please contact Nick Barrett (chair) or Craig Brown (vice-chair) using the contact details above.

**[www.morecambeladiesandgirlsfc.org](http://www.morecambeladiesandgirlsfc.org)**