

ALDERSHOT TOWN LADIES
MEMBER'S AGREEMENT
2011/2012 SEASON

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INTRODUCTION

1. This Member's Agreement shall relate to all players and staff who register for the Club for the 2011/2012 Season.
2. This Member's Agreement is valid from 1 July 2011 until 31 May 2012 inclusive.
3. This Member's Agreement supersedes any previous version of the Club's Member's Agreement.
4. No changes to this Agreement shall be made unless approved by the Committee.
5. This Member's Agreement is Club Property, and therefore may only be viewed by Members, those who have been invited to join the club or persons given express permission by the Club Secretary.

GENERAL CONDITIONS

6. All members registering for the Club are recommended to be a minimum of 16 years of age. However persons under the age of 16 may join but may not play competitive matches nor hold any position on the Club Committee.
7. All staff must have a valid Child Protection Workshop certificate and a valid CRB check.
8. Coaching and Medical staff must be able to present valid documentation to prove any qualifications.
9. No Member of the Coaching or Medical staff shall put the result of a match or league position above the health, safety and/or welfare of any other Member at all times.
10. Players may question decisions made by the Club Committee, but should do so in an appropriate manner. These decisions include, but are not limited to:
 - a) *Decisions made by the Manager in relation to a match or training session.*
 - b) *Decisions made by the Club Chairman or Club Secretary in relation to disciplinary matters.*
 - c) *Decisions made by the Club Assistant Referee during a match.*
11. All Members of the Club are expected to conduct themselves in an appropriate fashion when wearing kit displaying the Club Emblem or Club Name in a public place at all times.
12. All Members of the Club shall treat all other Members equally, and with professional courtesy and respect.
13. All Members of the Club must treat all opponents, match officials and league / County / Football Association officials equally, with professional courtesy and respect and remembering that they represent the Club and the values for which it stands for.
14. All Members should strive to uphold and promote the core values of the Club:
 - a) *To promote and endorse the game of Football, Women's Football, Aldershot Town Football Club and Aldershot Town Ladies Football Club in the best possible image.*
 - b) *To promote and endorse the Football Association's RESPECT programme.*
 - c) *To promote and endorse fair and safe play at all times.*
 - d) *To reject techniques such as cheating, acts of simulation, dangerous play and the taking of banned substances.*
 - e) *To give maximum effort in all matches regardless of whether the team is winning or losing.*
 - f) *To encourage the development of themselves and others within the Game to improve upon their current abilities, becoming better people both on and off the pitch.*
 - g) *To enjoy themselves whilst participating for the Club.*
15. It shall be considered Club misconduct if a Member deliberately submits inaccurate, incomplete or incorrect details for the purposes of registration, match misconduct or any other forms that are submitted to the Club or any competition organiser. It is also a Member's responsibility to ensure that if any of their details change, that they notify the Club Secretary accordingly.
16. All Members shall wear, where provided, official club training/travel wear to all Matches and training sessions.
17. Players who are selected for representative squads must inform the Club Committee before participating. The Club will allow players who are selected for representative squads to play, providing:
 - a) *The player(s) are not suspended by either the Club or the County FA.*
 - b) *The player(s) do not owe monies to the Club*
 - c) *The player(s) are not injured*
 - d) *The Club is given reasonable notice by the representative squad coach.*
18. Players may play for other clubs in addition to Aldershot Town Ladies FC, such as those who play midweek football.
19. Players participating for midweek clubs or representative squads are reminded they represent the Club, and must behave accordingly.
20. At the end of the season, the Club will present awards to Members for achievements obtained during the season.
 - a) **Player's Player of the Season** – *Best Player as nominated by the Players*
 - b) **Manager's Player of the Season** – *Best Player as nominated by the Manager*
 - c) **Golden Boot Award** – *Awarded to the Player who scores the most goals during a Season*
 - d) **Goal of the Season Award** – *Awarded to the Player scoring the best goal as voted by the general public.*
 - e) **John McGinty Award** – *Awarded to the Member who has contributed the most to the Club on or off the pitch as nominated by the Club Committee.*
 - f) **Hat trick trophies** – *Awarded to players who have scored 3 or more goals in a single match.*
21. The trophies mentioned in 21a), 21b), 21c) and 21e) are the overall property of the club, but can be kept by the player until the following presentation evening, or if earlier when the player leaves the club.

- 22.** Members who frequently use Social Networking sites such as Twitter or Facebook are advised that both the Football Association and County Football Associations monitor such sites for inappropriate comments about matches, including those about match officials and opponents.
The FA have the power to impose fines and/or suspensions upon players and their respective clubs making such comments, therefore the Club advise Members take caution when posting remarks about matches.
- 23.** Members are advised that if they are contacted by the Press in relation to Club Matters, they refer the Press to the Club Secretary who will deal with them accordingly.
Members speaking to the Press about Club Matters directly do so knowing their opinion does not reflect that of the Club, and that they may be referred to the Disciplinary Panel.

PLAYING CONDITIONS

24. The Club shall participate in the following Competitions (in order of precedence):
 - a) *Football Association Women's Challenge Cup*
 - b) *Hampshire Women's Challenge Cup*
 - c) *Southern Region Women's Football League Premier Division*
 - d) *Southern Region Women's Football League Cup / Chairman's Cup*
25. The Club shall abide by all Competition regulations set down by the organisers
26. The Club shall abide by and promote all aspects of the Football Association's RESPECT programme, by:
 - a) *Ensuring all members sign their respective RESPECT Code of Conduct*
 - b) *Conducting the Fair Play handshake before all matches*
 - c) *Acknowledge the decisions of the match officials, right or wrong, without protest.*
 - d) *The Captain shall wear the RESPECT Captain's armband, provided by the Club, at ALL matches.*
 - e) *Only the Captain may approach the Referee to query a decision, and may only do so in an appropriate manner. Any other player, unless accompanied by the Captain or summoned by the Referee may not approach any of the match officials until a minimum of 30 minutes after the completion of the match.*

The Captain is reminded that, under the Laws of the Game:
"The Captain of a team has no special status or privileges under the Laws of the Game but he has a degree of responsibility of the behaviour of his team."
 - f) *Ensuring all Club supporters do not engage in behaviour that would be seen to bring the reputation of the Club into question, or use language deemed to be foul, abusive, threatening or discriminatory, and by dealing with such behaviour accordingly.*
27. Players will be expected to arrive in good time for a match, by following the procedure below (NB: timings subject to change).
 - a) **1 hour 15 minutes:** *Players are to be in the changing rooms by this point. Players requiring treatment from the Physio or a fitness test must arrive earlier.*
 - b) **1 hour:** *Changing room door to be closed. Only players and the Club Physio to be in the changing room at this point. Players **must** remove all jewellery, including piercings and wristbands. Jewellery may not be taped over.*
 - c) **45 minutes:** *ALL players to be ready in match or warm-up kit. Manager will deliver pre-match briefing to squad, and Club Secretary will complete team sheets and submit them to opposition and referee. All mobile phones to be turned completely off (not silent/vibrate/mute mode).*
 - d) **30 minutes:** *Players to observe warm-up, as supervised by the Coaching staff.*
 - e) **15 minutes:** *Players to return to dressing room for any final notes from the Manager.*
 - f) **10 minutes:** *Players to enter field of play / tunnel area for boot and jewellery check and Fair Play handshake.*
28. Members must ensure that all their kit, including training and travel wear (if provided), match socks (players only) and boots are clean for all matches. This applies to all members.
29. Players must wear only Club-approved kit, including shirt, shorts and socks. Shirts and shorts must be returned to the kit bag at the end of each match.
30. Players may wear under garments in extreme conditions, but it must match the main colour of the kit being worn.
31. Coaching staff may only wear, if provided, Club-approved kit, and it must not clash with the playing kit.
32. Substitutes must wear a Club-approved jacket, a training bib or t-shirt when sat on the bench or warming up, so that it does not clash with either of the teams.
33. The Club Assistant Referee may wear a kit providing it does not clash with the referee or the kits in use by the players. In the event he is called upon before kick-off to referee the match, he must use his FA-approved black kit.
34. In the event a match is postponed, or likely to be postponed, members are to do the following:
 - a) The Club Secretary will send a text to all Members informing them of the postponement. In the event of a home match, he will also advise the referee, opposition and competition organiser of the postponement. Members must reply to the Club Secretary informing them they have received notice of the postponement. Information will also be broadcast on the club's Social Networking sites, message board and website.
 - b) If weather conditions are as such that it is unlikely a match will be played, they are to check with the Club Secretary, or the club's Social Networking sites, message board or website first whether the match has been called off.

If there is no indication of a postponement, then the match is still scheduled to be played.

TRAINING CONDITIONS

36. All Members must wear, if provided, Club-approved training kit.
37. Players must arrive no later than 10 minutes before the start of a session.
38. If Players are going to be late or absent from training, they must inform a member of the Management Committee at the earliest possible opportunity. Players must not inform other players of their absence or lateness.
39. Players must be ready to start training at the advertised time.
40. Players not attending training without good reason will not, at the discretion of the Manager, be available to start that week's match, i.e. missing a midweek training session may result in not being available to start that weekend's match.
41. Players must abide by the instructions issued by Coaching staff throughout the training session.
42. If a Player is injured during a training session, or a Player sees a team-mate injured, they are to tell the Coaching staff to stop the session immediately, and to alert the Club Physio.
43. Additional training sessions may be organised by the club at short notice, or throughout the pre-season stage. Players will be provided with as much notice as possible, will be asked to attend these sessions where possible and to provide notice if they will be absent under Article 38.

FINANCIAL CONDITIONS

44. Players' fees for the Season shall be £200.00, or where players join after the start of the season, £20.00 per month
 - a) The fees are recommended to be split into monthly payments of £20.00 each, however players may pay more or less, subject to agreement with the Club Treasurer.
 - b) Fees may be paid by any of the following methods:
 - i) *Direct Debit*
 - ii) *Cash*
 - iii) *Cheque (Made payable to Aldershot Town Ladies FC)*
 - c) Players will be suspended from playing and training if their fees are overdue.
 - d) The Club will use the Football Association's Football Debt Recovery system, or legal proceedings to recover monies from players who deliberately refuse to make payment to the Club for fees due, and then attempt to play for another Club.
45. Disciplinary fines issued by the Club must be paid, unless otherwise stated, by the end of the Season, and can be paid by cash or cheque.
46. Disciplinary fines issued by the County Football Association must be paid within the time frame dictated. The Club will pay the fine to the County Football Association to ensure the Club is not suspended from all football, but it will be the responsibility of the player(s) to reimburse the Club.
47. All payments made will be acknowledged by receipt.
48. Prize money won by the Club plus Club fines will be for the players to spend on training or club kit, equipment, travel costs or other club matters as they collectively see fit.

HEALTH & SAFETY CONDITIONS

49. Players participate on the understanding that injuries may be incurred during matches or training sessions. Whilst every effort will be made to ensure the health and safety of Members at the Club at all times during Club Business hours, accident can unfortunately happen.
50. It is the responsibility of every member to ensure that:
- a) *They adhere to any instructions issued to them by the Coaching staff, or other football authorities for safety reasons.*
 - b) *Any safety equipment used in addition to shin pads meet FA regulations, and is approved by a Committee Member before use in a match.*
 - c) *Shin pads are worn at all times during a training session or match. Shin pads are to be worn during training sessions for insurance reasons.*
 - d) *Football studs are of a safe nature.*
 - e) *They are suitably hydrated throughout a training session or match.*
 - f) *All jewellery is removed before participating in any training session or match. Jewellery includes watches, rings, wristbands, piercings and necklaces. No jewellery may be taped over – it must be completely removed.*
 - g) *No alcohol is consumed less than 12 hours before the scheduled kick off of a match, or 3 hours before a training session.*
 - h) *Any drugs or medication they are taking for medical reasons are not on the list of banned substances. Players taking banned substances do so at their own risk, and the Club will seek to recover any financial penalties imposed from guilty parties as a result of their actions, as well as damages for any point deductions or disqualifications from cup competitions.*
 - i) *Any injury received during a training session or match, no matter how minor, must be reported to the Club Physio and logged in the Accident Book for legal reasons.*
 - j) *Any player who is declared injured by the Club Physio may not participate in any match or training session without prior approval of the Club Physio.*
51. Players believed to be under the influence of alcohol and/or drugs will not be permitted to take part in a training session or match, for their own safety and the safety of others.
52. Players must declare, as part of their club registration form, the following information:
- a) *Emergency contact numbers (landline and mobile) of two persons*
 - b) *Any medical conditions including allergies*
 - c) *Any previous injuries of a serious or prolonged nature.*

DISCIPLINARY CODE

53. It is the belief of the Club that a Disciplinary code is put in place to ensure that infringements of this Member's Agreement by Members are punished accordingly, on the basis of the nature and severity of the offence, and also a Member's previous record over the season.
54. Infringements – This list contains, although is not limited to, the infringements that can be committed by Members, and is also subject to the sanctions listed in Article 57:
- a) *Any breach of this Member's Agreement*
 - b) *Violent Conduct during Club Business, including that which is punished by the referee during a match.*
 - c) *Language and/or behaviour of a discriminatory nature.*
 - d) *Language and/or behaviour that is deemed inappropriate.*
 - e) *Risking the health, safety or welfare of a fellow Member in a match or training session.*
 - f) *Deliberately risking the health or safety of an opponent during a match.*
 - g) *Theft, non-return or damage of match kit or club equipment.*
 - h) *Bringing the Club, the Game or any Competitions into disrepute.*
 - i) *Committing an offence worthy of a caution or dismissal unpunished by the referee.*
 - j) *Haranguing of match officials.*
 - k) *Persistent infringement of Member's Agreement.*
 - l) *Receiving three or more written warnings in one season.*
55. Sanctions
- a) *Written warning – maximum of three per week, or five per calendar month.*
 - b) *Fine – to be of an amount not considered excessive*
 - c) *Suspension – can be from training, matches or both. In extreme cases where match suspensions are imposed by the club, guilty member(s) may not travel to watch the match, and for training-based suspensions, the guilty member(s) are banned from the training facilities whilst the session is in progress.*
 - d) *Expulsion – used as a last resort or in extreme cases, the guilty member(s) will be excluded from the club for a minimum of 10 years. They will be required to:*
 - i) *Pay off any outstanding debt.*
 - ii) *Return any club equipment/kit.*
56. Members have the right to appeal against any sanction imposed, within reason.

APPENDIX I – DEFINITIONS

- **Club** – Aldershot Town Ladies Football Club, and its Members.
- **Member** – Person who either plays for the Club, or provides a service.
- **Match** – A match in which the Club participates. This includes any warm-up session prior to the start of a match, and the term also extends to “friendly” matches and tournaments.
- **Club Committee / Committee** – Group of members who govern the running of the club. Their details can be found in Appendix III.
- **Match Officials** – This term collectively refers to the referee, assistant referees and reserve officials appointed to matches in which the Club competes. This term also refers to assistant referees supplied by the clubs.
- **Captain** – Player bearing the Captain’s armband on the Field of Play during any match. This may or may not be the Club Captain.
- **Club Business** – Any activities, including matches and training sessions, which are organised by the Club and in which the Club take part as a group.
- **Social Networking Sites** – The Club have two social networking sites where news and information can be found about the club. The term also refers to any Member’s personal Social Networking site(s).
- **Season** – Period spanning from 1 July to 31 May the following calendar year inclusive.
- **Disciplinary Panel** – Committee formed of the non-playing members of the Club Committee.

APPENDIX II – FA MATCH MISCONDUCT SUMMARY

Following a two-year trial by the Football Association, players participating in 11-a-side open-age football will be suspended on a match-by-match basis. This will mean that players sent off in the professional leagues will be suspended for the same length of time as players sent off at the 'grassroots' level. Players participating in age-restricted football (Under 18s downwards) are still subject to the time-based suspension system.

Cautions

5 cautions

- Before 31 December 1 match suspension + £15 fine
- After 31 December Warned as to their future conduct

10 cautions

- Before 8 April 2 match suspension + £15 fine
- After 8 April Severely censured and warned as to their future conduct

15 cautions

- 3 match suspension + £15 fine

20+ cautions and every 5 cautions thereafter

- Charged with continuing misconduct

- Players may only appeal against a caution where the Match Official has cautioned the wrong player, in which case the player that should have been cautioned must be identified.
- A £10 administration fee for each caution will apply.

Dismissals

Standard Charges and Suspensions

Charge	Suspension
Serious Foul Play	3 Matches
Violent Conduct	3 Matches
Spitting at an Opponent	6 Matches
Use of offensive/abusive/insulting language/gestures at a match official	2 Matches
Denying an obvious goal-scoring opportunity by deliberate handball	1 Match
Denies an obvious goal-scoring opportunity by an offence punishable by a free kick or penalty kick	1 Match
Receiving a Second Caution in a Match	1 Match
Sent off for a second time in the season	1 Further Match
Sent off for a third time in the season	2 Further Matches

If a Player is shown a red card and sent off during a Match, then their suspension will begin 21 days after the dismissal and from Club Matches only, meaning they will still be able to play in midweek or Saturday leagues.

Matches that are abandoned will not count towards clearing the suspension, but any yellow or red cards administered in abandoned games DO count.

HOWEVER – if a player commits a further act of misconduct after being sent off, they will be suspended from ALL football until their suspension is completed, as well as face an increased suspension and fine.

Appeals against the original sending off must comply with the following criteria:

- The referee has made a serious and obvious error
- Video evidence is submitted
- Notification of the appeal is submitted by 5pm on the next working day. Evidence must then be submitted three working days after the dismissal.
- In the event of appeals due to mistaken identity, the guilty party MUST be identified.
- Appeals against use of foul language and receiving a second caution for wrongful dismissal will not be entertained.

If the Club has six or more individual Players cautioned or dismissed during a Match, then the Club will be punished accordingly:

Charge	Fine
1 st Occasion	Warning
2 nd Occasion	£25
3 rd Occasion	£50
4 th Occasion	£75

APPENDIX III – CONTACTS AND WEB LINKS

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Club Pages

Aldershot Town Ladies FC – www.aldershotladies.co.uk

Aldershot Town FC – www.theshots.co.uk

Shots Goal Videos – www.youtube.com/martinwallman1

Leagues, Cups and Associations

FA Women's Cup – www.thefa.com/TheFACup/FACompetitions/TheFAWomensCup

The Football Association – www.thefa.com

Southern Region Women's Football League – www.southernregion.org

Hampshire Football Association – www.hampshirefa.com

Social Networking and Women's Football

Facebook Page – www.facebook.com/ShotsLadiesFC

Twitter Feed – www.twitter.com/ShotsLGFC

She Kicks.net – www.shekicks.net

Women's Soccer Scene – www.womenssoccerscene.com

APPENDIX IV – FAQs (Frequently Asked Questions)

- ❖ Q: I can't afford to pay this month's fees – can I pay next month?
 - ❖ A: Yes, as you have given us sufficient notice and told us when we can expect the fee in, but if it is late then the club have the right to suspend you from training and playing until the fees are paid.
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- ❖ Q: I've been out injured for more than a month now and I haven't played or trained, but I'm still paying my monthly fees – do I get a reimbursement?
 - ❖ A: You will need to speak to the Club Chairman, as it will be dealt with on a case-by-case basis.
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- ❖ Q: I'm working Wednesday and can't make training but I'm available for the match – will I be able to play?
 - ❖ A: We understand that most players have work commitments midweek, and that this must come first above anything else, so yes you will be eligible.
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- ❖ Q: I'm injured but I feel fine for today's game – can I play?
 - ❖ A: If you are deemed injured by the Club's Physio then you will have to take a mandatory fitness test. If you do not pass then the Club Physio will inform both the Club Secretary and the Manager that you are ineligible for the match on health and safety grounds.
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- ❖ Q: I was sent off on Sunday and I think I was unfairly sent off. What can I do?
 - ❖ A: See Appendix II on the FA's Match Misconduct System. This should have all the answers for you. If you are still unsure, then consult with the Club Secretary.
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- ❖ Q: I have had another club contact me about joining them.
 - ❖ A: First of all you may NOT join them, as they have approached you illegally. The club wishing to sign you must contact us first, and if we give written permission may THEN talk to you. If you join the club and it is discovered your new club made an illegal approach, both club and player will be severely punished.
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- ❖ Q: I'm not happy with the actions of another member.
 - ❖ A: Speak in confidence to any of the Management Committee, and it will be dealt with confidentially.