



Kirkliston & South Queensferry Football Club

MEMBERSHIP & INFORMATION PACK

Updated - Feb 2026

About our club

Welcome to Kirkliston & South Queensferry Football Club (KSQ) (SC053540), where passion for football meets a commitment to community, development, and sportsmanship. Since 1991, we've been creating a space for players of all ages to grow, thrive, and excel both on and off the pitch.

At KSQ, we live by the 3 F's:

- **Fearless:** We encourage our players to embrace challenges with confidence and creativity, learning from mistakes and striving to improve.
- **Focused:** Our teams demonstrate discipline and dedication, setting goals and working together to achieve them.
- **Fair:** Respect, integrity, and sportsmanship are at the heart of everything we do, ensuring a positive and inclusive environment for all.

We are a proud Scottish Charitable Incorporated Organisation (SCIO) and active members of key associations such as the South East Region Youth Football Association (SERYFA) and East of Scotland Soccer Development Association (ESSDA). Our dedicated volunteer coaches bring their expertise to every training session, backed by comprehensive training in child protection, first aid, and SFA coaching qualifications.

KSQ is more than a football club, it's a community. We believe in fostering lifelong friendships, promoting health and well-being, and providing opportunities for everyone to shine. Whether you're taking your first steps onto the pitch or aiming for the top, KSQ is here to support you every step of the way. Together, we inspire confidence, celebrate achievements, and embrace the joy of football.

Training

Our teams typically train outdoors at either the Hub or Queensferry High School Monday to Friday. We warmly invite parents to stay and watch the training sessions, as your presence supports our coaches and promotes positive behavior among the children. For younger players, parents or guardians are required to stay or designate another responsible adult until the children advance to playing 7-a-side football.

League games

Our younger age groups participate in Fun 4s and 5s organised by the Fife Soccer Sevens Development Association (FSSDA), with games held weekly at Pitreavie, Dunfermline, on Saturdays and Sundays.

Our Soccer 7s and 9s teams compete in the East of Scotland Soccer Development Association (ESSDA) leagues, playing at various levels across Edinburgh and the Lothians, typically on Sundays.

Our 11-a-side youth teams are part of the South East Region Youth Football Association (SERYFA) leagues, facing opponents throughout the South East of Scotland, with games usually on Sundays.

Teams in the Under 17 and 18 age groups often play on Saturdays.

Additionally, our 11-a-side youth teams may join the West Lothian Association of Youth Football Clubs (WLAYFC), with games typically on Sundays.

Home games

Our 11-a-side and 9-a-side teams play their home games at The Hub, Queensferry High School (QHS), and Kirkliston Leisure Centre.

For our 7-a-side teams, Allison Park and Burgess Park serve as our home grounds.

Quality Mark

KSQ is proud to announce that in 2024, we achieved the prestigious Platinum Legacy Club status, the highest accolade awarded by the Scottish Football Association (SFA). This recognition reflects our unwavering commitment to excellence in grassroots football and community development.

We earned this status by consistently demonstrating:

- **Outstanding Coaching Standards:** Our volunteer coaches are highly trained and dedicated, ensuring that all players receive top-quality coaching and support.
- **Comprehensive Child Protection Measures:** We prioritize the safety and well-being of our players, with all coaches being members of the Protecting Vulnerable Groups (PVG) Scheme and trained in child protection, First Aid, and various levels of SFA certification.
- **Inclusive Community Engagement:** We actively promote equality and inclusion, ensuring that everyone, regardless of gender, race, ability, or background, has the opportunity to participate and thrive in football.
- **Sustainable Club Development:** Our strategic planning and effective management have led to sustainable growth and development, benefiting both the club and the wider community.
- **High-Quality Facilities:** We provide excellent training and playing facilities, creating a positive and supportive environment for all our members.

This Platinum Legacy Club status is a testament to our dedication to fostering football talent and building a strong, inclusive community. For more information on the Quality Mark criteria, please visit the SFA website.

Fees

Our membership fees are set by the committee, and we are proud to offer some of the lowest fees in the area. For the current season, the fees per player are as follows:

- Age groups & Teams playing 9 or 11-a-side: £30 per month
- Age groups playing 4, 5, or 7-a-side: £22 per month
- Non-match playing Girls and Women teams: £22 per month
- Community Football participants pay £37 per block of 6 sessions

Players move to their new fee bands for the June payment each year, based on the format of football their age group plays.

There is currently no registration fee to join KSQ. Membership fees are payable over 12 months on the 5th of each month via Direct Debit from our payment provider GoCardless.

When you sign up to KSQ, you will be sent a Direct Debit mandate registration by GoCardless. This mandate will come from - notifications@gocardless.com.

Only once you have completed the mandate will your membership be confirmed.

If you find the fees unaffordable, please speak with the group Head Coach, one of the Child Liaison Officers, or the Club Treasurer. We have access to funding that may assist with fees under the right circumstances.

NOTE – If you currently pay by Standing order, you will be contacted by the Club in due course to move your payment over to our GoCardless system.

Non-payment of fees

We strive to keep our fees as low as possible to ensure our club is accessible to everyone. However, non-payment of fees without contacting the club can significantly impact other members and the club's ability to operate effectively. If a player misses payments for two consecutive months, the Treasurer will contact the guardian listed on Spond as the payment contact to arrange a payment plan to clear the arrears within one month.

If you miss a payment, GoCardless will attempt up to 3 times to claim the funds over a period of 15 days.

Please note that KSQ is not responsible for any fees you may be charged by your bank following an unsuccessful attempt to claim the Club fees and will not refund these under any circumstances.

If no contact is made to resolve the non-payment after two months, the player's membership will be terminated. This policy ensures that we can continue to provide high-quality facilities, coaching, and opportunities for all our members. We encourage open communication and are here to help if you are experiencing financial difficulties.

KSQ Kit

We want our players to wear their KSQ kit with pride and represent the club with confidence.

Issued Kit

All registered players will receive the following kit as required:

- T-Shirt
- Shorts
- Socks
- Training top

Match Kit

Match kits are provided once suitable sponsorship has been secured. The appropriate kit should be worn to all training sessions and games.

Kit Care

- The kit is the property of KSQ and must be treated with care.
- Each strip must be washed after every game to ensure it is ready for the next match.

Returning Kit

If you leave the club, please ensure that all training and match kits are laundered and returned to your coach.

Coaches

At KSQ, we are committed to maintaining the highest standards of safety and professionalism. By law, all volunteers in regulated roles are required to hold a Protecting Vulnerable Groups (PVG) certificate. We take these obligations very seriously and ensure that all our coaches and volunteers comply with this requirement to safeguard the well-being of our players.

To support the development of our coaching staff, KSQ funds courses up to 1.3 from the Scottish Football Association (SFA). In certain circumstances, we also provide funding for coaches to achieve their C Licence. Additionally, we fund First Aid qualifications to ensure our coaches are prepared to handle any medical emergencies that may arise during training or matches. This investment in our coaches ensures that they are well-equipped with the knowledge and skills needed to provide the best possible training and support to our players.

Parent and Guardian Involvement

At KSQ Football Club, we believe that the involvement of parents and guardians is crucial to the sustainability and success of our teams. Your support not only enhances the experience for your child but also strengthens our football community. We encourage all parents and guardians to consider signing up as a parent helper to support the team in various capacities.

Why Your Involvement Matters

Your participation helps ensure that our club runs smoothly and that we can continue to provide a positive and enriching environment for all players. By becoming a parent helper, you contribute to the long-term sustainability of the team and help foster a strong sense of community.

How You Can Help

We ask that parents and guardians support the team in the following ways throughout their child's journey with KSQ:

- **Clearing Pitches:** Assist with setting up and clearing pitches before and after training sessions and matches. This includes moving goals, collecting cones, and ensuring the area is tidy.
- **Lining Pitches:** Help with marking the pitch lines to ensure that our playing fields are ready for games. This task is essential for maintaining the quality of our facilities.
- **Administrative Support:** Aid with various administrative tasks such as managing team communications, organizing events, and helping with registration processes.

Becoming a Parent Helper

Signing up as a parent helper is easy and greatly appreciated. Your involvement can be as flexible as your schedule allows, and every bit of help makes a significant difference. To sign up, please speak with your child's coach or Team manager

Office bearers

KSQ officers are elected at the Annual General Meeting, which is open to all players, parents, or guardians.

Committee post	Name
Chair	Brain Walker
Secretary	Darren McGinnis
Treasurer	Chris Brown
Child Wellbeing & Protection officer	Greg Allan & Clare Murray

Contacting our officials

All team and Club officials can be contacted by email at info@ksq.org.uk.

Codes of Conduct

At KSQ, we are committed to creating a positive and supportive environment for all our players, coaches, and supporters. Our club rules are designed to ensure that everyone can enjoy their football experience while upholding the values of being Fearless, Focused, and Fair.

Players Code of Conduct

Fearless

1. Confidence: Approach every game and training session with confidence. Don't be afraid to try new skills, take risks, and step out of your comfort zone.
2. Courage: Embrace challenges and view mistakes as learning opportunities. Always strive to improve and succeed.
3. Leadership: Take on leadership roles within the team, such as being a captain or leading warm-ups.

Focused

1. Attention: Pay close attention to the coach's instructions, stay involved in the game, and always give your best effort.
2. Discipline: Maintain discipline in your position, follow team tactics, and make thoughtful decisions on and off the pitch.
3. Commitment: Maintain a balance between your football commitments and educational responsibilities. Effort in school is as important as effort on the pitch.
4. Attendance: Players in our year group teams must achieve a minimum of 75% attendance at training sessions and be available to play in at least 50% of league fixtures. Failure to meet these requirements may result in being moved to the community football program.

Fair

1. Respect: Always show respect to coaches, teammates, opponents, and referees. Disrespectful behaviour will not be tolerated.
2. Integrity: Play by the rules and demonstrate good sportsmanship at all times. Cheating, arguing with officials, and unsportsmanlike conduct are prohibited.
3. Representation: Represent KSQ with pride. Wear the club kit properly and maintain a positive image during matches and training.

Parents' and Guardians' Code of Conduct

Fearless

1. Encouragement: Encourage your child to take risks and embrace challenges in their football journey. Support them in trying new things and stepping out of their comfort zone.

2. Support: Be fearless in offering your time and skills to help the team, whether through volunteering or assisting with tasks.

Focused

1. Support: Ensure your child is prompt for training and matches, and arrives with the correct equipment. Help them maintain a balance between football and their educational responsibilities.
2. Participation: Consider signing up as a parent helper to support the team. Your involvement is vital for the sustainability of the club.
3. Assistance: Help with tasks such as clearing pitches, lining pitches, and supporting team administration.

Fair

1. Respect: Show respect to all players, coaches, referees, and other parents. Abusive or disrespectful behaviour will not be tolerated.
2. Role Model: Be a positive role model for your child and other players. Demonstrate good sportsmanship and ethical behaviour at all times.
3. Inclusivity: Foster an inclusive environment where every player feels welcome and encouraged, regardless of their background, skill level, or experience.

Coaches' Code of Conduct

Fearless

1. Encouragement: Encourage players to take risks and make decisions without fear of mistakes. Celebrate effort and improvement.
2. Innovation: Foster a positive environment where creativity and innovation are celebrated.
3. Role Model: Demonstrate confidence and positivity, especially in challenging situations, so players feel empowered to be bold on and off the pitch.

Focused

1. Professionalism: Maintain a structured and purposeful approach to training and matches. Support players in setting and achieving personal and team goals.
2. Development: Ensure the safety and well-being of all players. This includes holding a valid PVG certificate and First Aid qualifications.
3. Education: Support the development of players both on and off the pitch. Encourage effort in educational settings and provide constructive feedback.
4. Continuous Improvement: KSQ funds courses up to 1.3 from the SFA and, in certain circumstances, up to the C Licence. Coaches are expected to continually develop their skills and knowledge.

5. **Qualification Maintenance:** Coaches must maintain their qualifications to retain their coaching position. This includes keeping certifications up to date and participating in ongoing training and development opportunities.

Fair

1. **Respect:** Treat all players, parents, referees, and fellow coaches with respect. Abusive or discriminatory behaviour is unacceptable.
2. **Integrity:** Act as a role model for players. Demonstrate the values of being Fearless, Focused, and Fair in all interactions.
3. **Inclusivity:** Create an environment where every player feels valued and included. Promote fairness and respect in all activities.

By adhering to these rules, we ensure that KSQ Football Club remains a positive, supportive, and inclusive environment for all members. Let's work together to foster a community where everyone can thrive and enjoy the beautiful game.

Player Development

At KSQ Football Club, we are eager to support players in developing their abilities and enjoying the game to the fullest. Sometimes, players are invited to play for other clubs or to trial with professional clubs. If this happens, we ask that parents inform the Head Coach of their child's team as soon as possible. There is a protocol that clubs and scouts must adhere to, so it is important to communicate with the Head Coach.

Player Movement and Development

At KSQ Football Club, we are committed to the holistic development of our players. Throughout their time at the club, players may move up and down different levels multiple times. These movements are made to support their growth, enhance their skills, and ensure they are playing at the level that best suits their current developmental needs.

Key Points for Parents:

- **Developmental Purpose:** Player movements are based on developmental needs and are designed to provide the best opportunities for growth and improvement.
- **Communication:** Coaches will explain the reasons for any movement to both the player and their parents, ensuring everyone understands the developmental goals.
- **Final Decision:** While we value open communication and feedback, the coach's decision on any player movement is final. This ensures consistency and fairness in our developmental approach.

We appreciate your support and understanding as we work together to help your child reach their full potential in football.

Child Protection Policy Statement

KSQ Football Club is fully committed to safeguarding the welfare of all children in its care. We recognise our responsibility to promote safe practices and protect children from harm, abuse, and exploitation. Our staff and volunteers work together to embrace diversity and respect the rights of all children and young people.

Policies and Processes

KSQ holds the following policies and processes, available on request:

- Child Protection Policy
- Coaches Code of Conduct
- Responding to and Reporting Incidents or Allegations of Abuse Process
- Type of Abuse Guidance
- Responding to a Wellbeing or Protection Concern Process
- Incident Reporting Form

Child Protection Principles

The welfare of children and vulnerable adults is everyone's responsibility, particularly in protecting them from abuse. Football provides an excellent opportunity for children to learn new skills, become more confident, and maximise their potential. Our policy and procedures are based on the following principles:

- The welfare of children and vulnerable adults is the primary concern.
- All children and vulnerable adults, regardless of age, culture, disability, gender, language, racial origin, religious belief, and/or sexual identity, have the right to protection from abuse.
- It is everyone's responsibility to report any concerns of abuse to the relevant authorities.
- All incidents of alleged poor practice and abuse will be taken seriously and responded to swiftly and appropriately.
- Confidentiality is upheld, and personal data is processed in accordance with the Data Protection Act 1999 and the Human Rights Act 1998.

KSQ Commitments

Kirkliston & South Queensferry Football Club will:

- Respect and promote the rights of children and vulnerable adults.
- Accept the moral and legal responsibility to provide a duty of care for children and implement procedures to safeguard their well-being.

- Promote the health and welfare of children by providing safe opportunities to participate in football.
- Recruit, train, support, and supervise staff/volunteers to adopt best practices to safeguard and protect children.
- Require staff to adopt and abide by the Child & Vulnerable Adult Protection Policy and supporting procedures.
- Respond to any allegations of abuse in line with these procedures and implement relevant disciplinary and appeals procedures.
- Review and evaluate this policy and supporting procedures regularly.

Child Protection Officer

- Supported by KSQ and appropriately trained.
- Regularly reports to the Committee.
- Acts as the main contact within the Club for the protection of children.
- Encourages good practice and supports procedures to protect children.
- Keeps abreast of developments and understands the latest information on data protection, confidentiality, and other legal issues impacting child protection.
- Attends regular accredited training on the protection of children.

Current Child Protection Officer:

- Greg Allan: 07766 824 966
- Clare Murray: 07708 796 631

Child Liaison Officer

The Club has multiple Child Liaison Officers who can be contacted if you (or your child) have any concerns about:

- Training (e.g., times, venue, frequency)
- Bullying by other players
- Problems with the Coach that you do not want to discuss in person
- Any other club-related issue

Please feel free to contact them by telephone or in person. They will aim to resolve your concerns confidentially.

Each team has a dedicated Child Liaison Officer who can be found on Spond.