

Hampsthwaite & Birstwith Junior Football Club

West Riding FA Affiliated Charter Standard Club



Welcome to Hampsthwaite and Birstwith Junior Football Club

We have come a long way since when we started with a handful of players and a couple of coaches meeting on Saturday mornings at the feast field behind Hampsthwaite Primary School and managed a few friendly games with neighbouring villages. In 2005, we set about with some other like-minded villages to form the Nidderdale Junior Football League. The founding member villages were Hampsthwaite & Birstwith, Burton Leonard, Tockwith, Ripley and Scotton. We all decided to go down this route rather than joining one of the Harrogate leagues as what was important to us all was being in full control of the ethos & spirit of the league.

The club continued to develop over the next few years with more children joining and parents getting involved with coaching and by then we were very much part of the village. Soon afterwards we took the step of putting in place all the required coaching personnel and procedures such as having a minimum Level 1 coach in each group to enable HBJFC to apply for and achieve the FA Charter Standard Status. This provides recognition that the club is sustainable and well-run with child protection and safety paramount. FA Charter Standard Status also recognises the club's commitment to coaching players and raising standards of behaviour in the game, together with continued training and development of the volunteer coaches.

Last year the club had over 70 children registered and 5 dedicated coaches, all of whom have achieved FA Level 1 or 2 status or due to the pandemic the playmakers award until Level 1 courses are available.

The club will continue to play in the Nidderdale League, which comprises the following teams:

- **Hampsthwaite & Birstwith**
- **Burton Bullets**
- **Kirkby Malzeard Lions**
- **Staveley Scorchers**
- **Scotton Scorchers**
- **Pateley Bridge**
- **Tockwith**
- **Ripley Rockets**
- **Green Hammerton**

We look forward to an enjoyable and successful season and always welcome new players, coaches, or volunteers to join the club.

Club Ethos

This welcome pack is intended to provide you with details about our philosophy as a club, informing you of what we can offer you and your child and what we as a club ask in return. It is important that parents and children appreciate that joining an FA-affiliated club is a step up from a kick about in the park.

We follow the guidance of the FA as per the FA Youth Policy and our sessions are run by qualified coaches, aiming to help children become the best footballers they can be. All our coaches and officials sign up to the FA respect code relevant to their role.

Whilst we want children to have a good time, we must insist that respect is shown to coaches and club rules are adhered to and we ask that all children and parents sign up to the FA Respect Codes when signing up to our Code of Conduct. <http://www.thefa.com/get-involved/coach/respect/play-your-part>

Having fun and being safe is our ethos

We endeavour to provide football for all children irrespective of ability in a safe, friendly environment. The club will always do its utmost to ensure the children have fun and are safe from bullying and offensive behaviour. In return we ask that the children listen to the coaches and follow their instructions.

We will always focus on the needs of the children and ensure that they:

- Enjoy the game
- Take an active part whatever their ability
- Learn to play as a team
- Develop fitness and soccer skills
- Respect officials, coaches, teammates and opposing players.

We welcome parents at training sessions and matches. However, we ask that they only provide positive support from the touchlines and do not coach or criticise any of the children (in particular their own) during training or matches as this can confuse and upset children; it is also disrespectful to the coach and can annoy other parents. We welcome feedback from parents and would encourage you to raise any queries you may have with the coach or a club official. This should be done outside of a game or training session in a non-confrontational manner please.

Should you ever have any concerns about the welfare of a child, please do not hesitate to contact the club welfare officer. Contact details for all club officials and coaches are provided within this Welcome Pack.

Doing Your Bit

HBJFC is run entirely by volunteers and needs parents of all the players to consider how best they can contribute their time to support the running of the club. It's great fun, sociable and rewarding, so do please speak to any of the club coaches or members of the committee to ask how you can get involved.

If you are interested in helping with coaching or just assisting on match days, the club will fund all necessary courses and will provide full support. All coaches and assistants will need to undergo Disclosure and Barring Service (DBS) and complete online FA Safeguarding courses.

Ways you can help include:

- Becoming a coach or team assistant
- Setting up goals, cordons and other equipment for training and matches
- Team admin (website maintenance, treasurer, fixture secretary)
- Joining the club committee
- Manning the kitchen on match days (serving teas, coffees, and bacon/sausage butties)

All parents are encouraged to contribute a few hours of their time every season.

Please ask any of the coaches how you can help or contact:

info@handbjfc.co.uk or speak directly to the Club Secretary Tom Rhodes.

Nidderdale Junior Football League

The club was a founder member of the Nidderdale Junior Football League. The league was originally set up by the villages of Ripley, Hampsthwaite & Birstwith, Scotton, Tockwith, Pateley Bridge and Burton Leonard to facilitate friendly football matches for children between ages 5 and 11.

The FA has a rule that at all age groups up to U11 should not publish league tables or scores. This is to encourage more children to stay within the game moving emphasis away from results and towards enjoyment and long-term player development. It is important that all parents understand this from the outset and that at HBJFC and all of the other clubs in the Nidderdale League that we all place enjoyment and player development ahead of a win-at-all-costs mentality giving all players the opportunity to have meaningful game time, rather than be standing on the touchline for the whole game.

There are simple ways in which parents can also help in the development of early years players; the easiest comes straight after the game. Instead of asking "Did you win?" perhaps try asking "Did you enjoy the game?" and instead of asking "Did you score?" perhaps ask "Tell me what happened?" or "What did you enjoy the best?"

In terms of our youngest U7 age group. We are happy for children from Year 1 (5/6 years old) to join in the training sessions. Under FA rules children are not allowed to play in any league competition matches until they reach the age of 6. The relevant age for each player is determined by his or her age as at midnight on 31st August of the relevant Playing Season i.e., children who are aged 6 as at midnight on 31st August in a playing season (together with those who attain the age of 6 during the playing season) will be classed as Under 7 players for that playing season.

We are happy for any players under this age bracket to attend all training sessions but only children in Year 1 & 2 can play in the Under 7 matches and will be issued with a match day kit. Any younger players (i.e., below Year 1 / 6 years old on Aug 30th) will take part in a friendly training session on scheduled match days, these could be mixed friendly games with similar younger players from the other club.

Full details of the Nidderdale Junior Football League Ethos and Rules can be found on the Nidderdale Junior Football League website.

FA Affiliation

Both the Nidderdale League and HBJFC are affiliated to West Riding County FA who are the governing body responsible for administering all Association Football in the local area.

The West Riding County FA

Fleet Lane

Woodlesford

LEEDS

LS26 8NX

0113 282 1222

<http://www.westridingfa.com/>

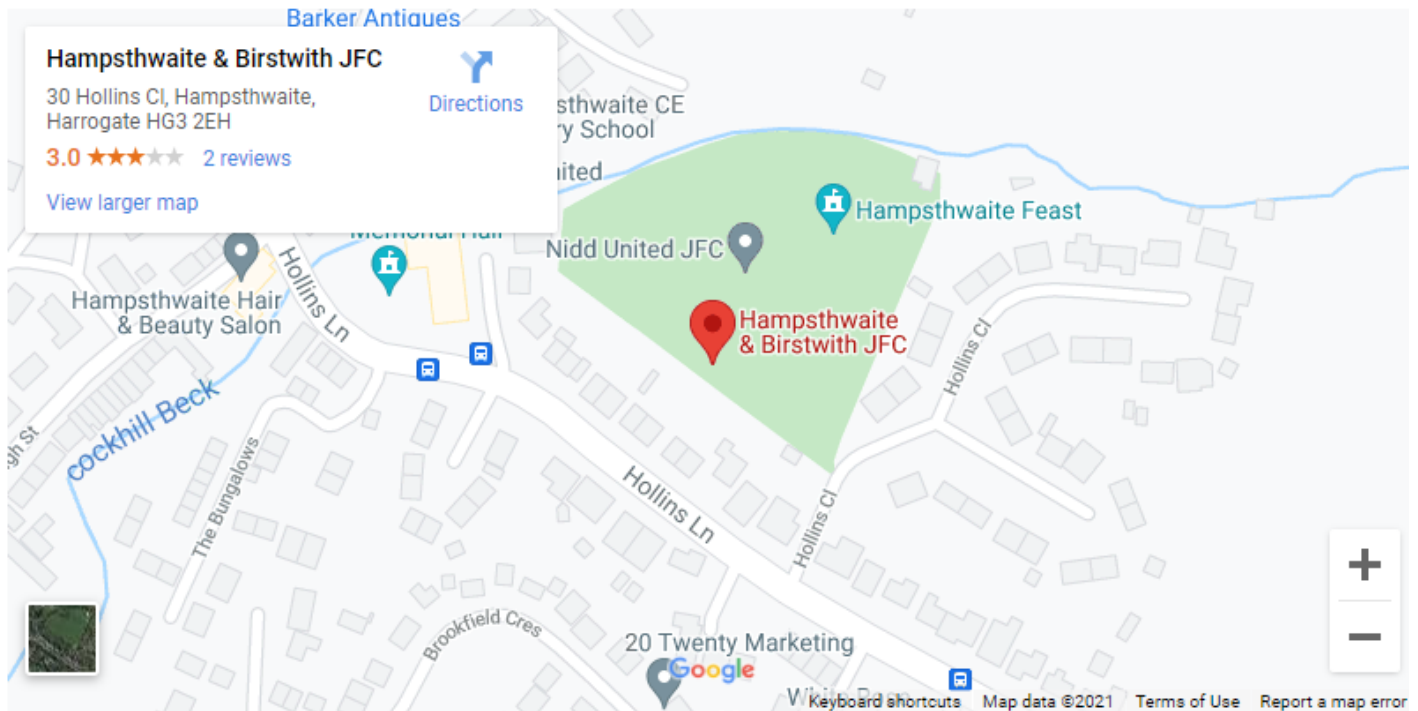


Matches and Training

Matches and Training sessions commence at 9.15am on a Saturday morning and finish at 10:30am. We hold one session a week comprising either a scheduled match or a training session.

We ask that all players arrive at the ground ready for training sessions or matches at 9.10am.

All home matches and training sessions take place at:



We ask all parents to either park in the car park just off Church Lane or park in the Memorial Hall car park. We strongly advise you please don't park on Hollins Close to not upset residents.

We have not held training sessions at Army Foundation College for the past two seasons as the sports field had remained largely playable. This will be reviewed annually and if we choose it the arrangement enables us to continue our sessions throughout the winter regardless of weather conditions.

Match and Training Notifications

The fixture list for the season will be available to view on our website www.hanbjfc.co.uk/calendar.html

We advise parents of any matches a week in advance and issue match and training notifications requesting we are advised of availability using email and WhatsApp notifications. It is essential that all parents register with email and WhatsApp to receive these notifications, especially when the weather changes and matches or training may have to be cancelled. All registered mobile numbers will be registered to the HBJFC WhatsApp group, please notify us should you preferred mobile contact number change.

Match Format

Under 7's:

10 minutes each way on 20 x 30 yards to 25 x 35 yards pitch Maximum goals - 12ft x 6ft:

Match Format - 5 v 5 SIZE 3 BALLS

Under 7's are defined as children in School Years 1 & 2. Maximum of 2 matches or 40 MINUTES play per child on one day or for a tournament maximum 60 minutes play per day is permitted.

Under 8's:

10 minutes each way on 20 x 30 yards to 25 x 35 yards pitch

Maximum goals - 12ft x 6ft;

Match Format - 5 v 5 SIZE 3 BALLS

Under 8's are defined as children in School Years 2 & 3. Maximum of 2 matches or 40 MINUTES play per child on one day.

During a tournaments/festival, a maximum of 60 minutes play per child on one day is permitted.

Under 9's:

15 minutes each way on 50 x 30 yards to 60 x 40 yards pitch Maximum goals - 12ft x 6ft;

Match Format - 7 v 7 SIZE 3 BALLS

Under 9's are defined as children in School Years 3 & 4. Maximum of 2 matches or 60 MINUTES play per child on one day or for a tournament maximum 90 minutes play per day is permitted.

Under 10's:

15 minutes each way on 50 x 30 yards to 60 x 40 yards pitch Maximum goals - 12ftx6ft;

U10s: Match Format – 7v7 SIZE 3 BALLS

Under 10's are defined as children in School Years 4 & 5. Maximum of 2 matches or 60 MINUTES play per child on one day or for a tournament 90 minutes play per day is permitted.

Under 11's:

20 minutes each way on 50 x 30 yards to 60 x 40 yards pitch Maximum goals - 12ft x 6ft;

Match Format - 7 v 7 SIZE 4 BALLS

Under 11's are defined as children in School Years 5 & 6. Maximum of 2 matches or 80 MINUTES play per child on one day or for a tournament 90 minutes play per day is permitted.

Coaches & Club Officers

Role	
Chairman	Billy Kirby
Club Secretary	Tom Rhodes
Treasurer	Billy Kirby
Welfare Officer	Mark Lovell Mark_lovell@hotmail.com
Fixtures Secretary	Kevin Maree

Coach	
Under 6/7's	Tom Rhodes
Under 8's	Billy Kirby
Under 10's	Ben Williams & Kevin Maree
Under 11's	Lee McArthur

HAMPSTHWAITE & BIRSTWITH JUNIOR FOOTBALL CLUB CODE OF CONDUCT

Players' Conduct

Fair play and respect for all players and officials during training sessions and matches is essential.

Players should:

- Strive to develop their sporting abilities in terms of skill, technique, tactics and stamina
- Set a positive example for others, particularly younger players
- Not use inappropriate language
- Know and abide by the laws, rules and spirit of the game
- Treat opponents with due respect at all times, irrespective of the result of the game
- Safeguard the health and well-being of opponents, avoid violence and rough play, and help injured opponents.
- Show respect towards team coaches and match officials
- Respect the use of the sports field, pavilion and equipment.

Coaches' Conduct

Coaches are key role models in football. Their understanding and attitude towards the ethical welfare and moral education of young footballers is the number one priority for all involved.

- Coaches must place the well-being and safety of each player above all other considerations, including the development of talent and performance.
- Coaches must adhere to all the guidelines and policies laid down by the governing bodies.
- Coaches must encourage and guide players to accept responsibility for the own behaviour and performance.
- Coaches must ensure that the activities they direct, or advocate are appropriate for the age, maturity, experience and ability of players.
- Coaches should clarify with players exactly what is expected of them and also what they are entitled to expect from their coach & club.
- Coaches must always promote the positive aspects of the game, for example fair play, and never condone any violations of the laws of the game.
- Coaches must not use or tolerate inappropriate language.

Parents' & Spectators' Conduct

Parents and spectators have a great influence on children's enjoyment and success in football. We require that the parents & spectators within our club agree comply with the club's Codes of Conduct and Safeguarding Children Policy and are aware of the possible consequences of non-compliance.

Parents & Spectators should:

- Refrain from shouting or giving instructions to the children during training and matches
- Give encouragement to everyone to participate in football
- Give attention to every child involved in football, not just the most talented
- Respect the referee and assistant referees' decisions
- Applaud the opposition as well as the home team
- Be present during training & match days to support & encourage your child, particularly when they are in the Under 7's team
- Understand that the club is only responsible for your child between 9.30am to 11am on the training days and or the match day and ensure you collect your child promptly at the end of the session.
- Understand that the club is not responsible for transporting players to and from away matches

- Ensure your child has adequate drinking water for training sessions and all matches
- Ensure your child has appropriate clothing for training sessions and matches. During the winter it's important to ensure children are equipped with base layers (vest and leggings). Hats and gloves should also be provided.
- Fully understand that we support the FA's "Zero Tolerance Policy"
- Respect the club house/pavilion
- Keep dogs on a lead at all times and dispose of any dog mess responsibly.
- Take responsibility to use 'Teamer' or 'What's App' to check details of training & matches

By signing the registration form players and parents agree to adhere to the FA Respect and Hampsthwaite and Birstwith JFC code of conduct and child protection policies.

Club Funding & Sponsorship

The club is funded by subs, grants, sponsorship and donations. Funding is required for:

- Health & Safety Insurance
- Football equipment
- Football Kits
- Coaches training costs (FA level 1 and 2)
- Annual ground fees
- FA affiliation fees

During home matches parents volunteer in the pavilion kitchen to help prepare and sell hot drinks and Bacon Butties which generates a small profit which funds better equipment, new shirts and improving our facilities.

Registration Fees

The annual subscription for the season 2025 / 2026 season:

£80.00 per child

£70.00 for consecutive children in the same family

This season HBJFC has moved all registrations and payment online which is our preferred method. If for any reason you are unable to pay online, please contact us via the following email address to make alternative arrangements. info@handbjfc.co.uk.

Privacy Notice

This privacy notice explains how we use any personal information we collect about you (the parents or guardians) and your child, the “player”.

What information do we collect about you and the player?

We collect information about you and the player, when you first express an interest in the player joining the club and join the waiting list for a place. This information comprises contact details, child's name, and date of birth. We then collect further, more detailed information when the player is offered a place. This data is captured on the player registration form. This information relates to your child's personal details (name, school, photo, school year and date of birth plus any health issues of which we should be aware) plus details of primary contacts in case of emergency.

Information relating to usage of our website is collected using cookies. These are text files placed on your computer to collect standard internet log information and visitor behaviour information.

Why do we need to collect and use your personal data and that of the player?

The primary legal basis that we intend to use for the processing of data is for the performance of effectively running a small football club. The information that we collect about you and the player is essential for us to be able to carry out the services that you require from us effectively. Without collecting personal data, we would also be unable to fulfil our obligations to you, the player and the FA which include safeguarding and ensuring the health and safety of the player, registering the player with the FA and the effective communication of matches and training sessions and other club information to parents and guardians.

Where special category data, such as the player's health information, is required we will obtain your explicit consent to collect and process this information.

How will we use the information about you and the player?

We maintain a register of all players at the club which includes the player's name, photo, date of birth and address, any medical conditions of which the club should be aware and emergency contact details. This is held on a secure, password-protected platform and only accessible by the Club Secretary and Chairman. The register also indicates whether player registration forms and subs have been received for each player so assists with our administration and ensuring completeness of income.

Each coach receives an abridged version of this register with player full name, emergency contacts and medical conditions of which they should be aware to ensure that their health and safety is guarded.

Finally, each football club which is affiliated to the FA must register players with the FA via the Whole Game System portal. This data is processed by the Club Secretary based on the Player. Registration Forms and comprises the child's name, address, photo, and date of birth. The data held on the Whole Game System is subject to FA's data protection policies and, should you have queries in this regard or require any further information, please contact the West Riding FA on 0113 2821222.

Who might we share your information with?

If you agree, we may email you about club events and news that we think may be of interest to you.

We will not share your information for marketing purposes with companies or organisations outside of the club.

How long do we keep hold of your information?

Your personal data should not be held for longer than is required, which for HBJFC is the length of time that the player is registered with HJBFC. Once the player leaves the club all the data relating to you and the player will be deleted.

You have the right to request deletion of your personal data and/or that of the player and we will comply with this request.

How can I access the information you hold about me?

You have the right to request a copy of the information that we hold about you or the player. If you would like a copy of some or all the personal information held, please email us at info@hbjfc.co.uk.

When the personal data is processed by automated means you have the right to ask us to move your personal data or that of the player to another organisation for their use.

We have an obligation to ensure that your personal information and that of the player is accurate and up to date. Please ask us to correct or remove any information that you think is incorrect.

Marketing

We would like to send you information about our club from time to time about events and news which may be of interest to you. If you have agreed to receive marketing information, you may opt out later.

You have a right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please contact us by email at info@hbjfc.co.uk.

Cookies

We use cookies to track visitor use of the website and to compile statistical reports on website activity.

For further information visit <http://www.allaboutcookies.org/>

You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser. However, in a few cases some of our website features may not function as a result.

What can you do if you are unhappy with how your personal data is processed?

You also have a right to lodge a complaint with the supervisory authority for data protection. In the UK this is:

Information Commissioner's Office
Wycliffe House
Water Lane

www.handbjfc.co.uk

Wilmslow

Cheshire

SK9 5AF

0303 123 1113 (local rate)

Changes to our privacy policy

We keep our privacy policy under regular review and will inform you of any changes when they occur.

This privacy policy was last updated on 19/03/18.

How to contact us

Please contact us if you have any questions about our privacy policy or information, we hold about you or the player by email: info@handbjfc.co.uk.