



BEGINNING OF SEASON : Documentation procedure for officials.

Managers to distribute either electronically or hardcopy :-

- A04 Form – Players Code of Conduct
- A05 Form – Parents /Spectators Code of Conduct
- A12 Form – Parental and players consent declaration, contact information, photography & first-aid treatment authority. This form to come back into the team manager and be retained by team manager for reference and any future dispute or disciplinary purposes.  
**IT DOES NOT COME TO THE CLUB SECRETARY**

Team Managers to:-

- Return A15 Form stating that they have collected all the A12 forms in
- Return the team A40 registration form.
- Set-up the team bank standing order ( Pro-former on line or sent out by club treasurer) to the club for payment on the 14<sup>th</sup> of every month from September to April of every season and read the following :-
  - A38 Form - Club Bullying Form
  - A07 Form - Coaches code of conduct
  - A08 Form- Team officials code of conduct
  - A14 –Form -Goal post safety Guidelines.

\*By the end of September at the very latest \*\* By early September

N.B : It is important that the above procedure is carried out in order that team /player / parent /spectator issues can be resolved effectively by the fact of having the recorded acceptance of matters on record. It is in the best interest of team officials to see that this procedure is carried out.

**ALL PLAYERS MUST ADHERE TO THE CLUB PLAYER CODE OF CONDUCT POLICY AT ALL TIMES. ANY PLAYER FOUND GUILTY OF BAD SPORTSMANSHIP MAY BE DISCIPLINED ( SEE CLUB POLICY REF 10AA) AND ULTIMATELY HAVE THEIR HIGHFIELD MEMBERSHIP REVOKED.**

**ALL CLUB PLAYERS ARE TO READ THE CODE OF CONDUCT A 4 EVERY SEASON TO REINFORCE THE CLUB'S POLICY AND SIGN THE ASSOCIATED A12 DECLARATION FORM ALONG WITH THEIR PARENTS TO READ THE A05 & SIGN THE DECLARATION FORM REF A 12 IN REGARD TO PHOTOGRAPHY/VIDEO & FIRST AID ADMINISTRATION PERMISSIONS AS WELL**



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STANDARD  
CLUBS

