



Burton Leonard Junior Football Club

West Riding FA Affiliated Charter Standard Club

Members' Welcome Pack 2020 / 2021 Season



Welcome to Burton Bullets Junior Football Club

We have come a long way since 2004 when 9 children and 2 coaches met on Saturday mornings on the village sportsfield 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 Burton Leonard, Hampsthwaite, Tockwith, Ripley & 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 5 years with more children joining and parents getting involved with coaching and by then was very much part of the village. In January 2010 we took the step of putting in place all the required coaching personnel and procedures to enable Burton Bullets to apply for and achieve 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 60 children registered and 7 dedicated coaches, 4 of whom have achieved FA Level 1 or 2 status. In the 2020/21 season we propose to have teams playing matches in the following age groups: Under 7's, Under 8's, Under 9's, Under 10's and Under 11's.

The club will continue to play in the Nidderdale League, which in the 2020/21 season comprises the following teams:

Burton Bullets

Kirkby Malzeard Lions

Scotton Scorchers

Pateley Bridge

Hampsthwaite & Birstwith

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 endeavor 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, team mates 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 with regard to 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.

Covid-19 Pandemic Restrictions

The FA have introduced Covid-19 guidelines as a result of the global pandemic which forced the 2019/20 season to end abruptly. The current guidelines (as at Aug 2020) state that:

- Competitive training can take place in an outdoor setting in separate groups of no more than 30 (including coaches).
- Competitive match play is also permitted but social distancing must be in place before and after the session.
- Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training.
- The sharing of kit and equipment should be avoided and participants should bring their own drinks or refreshments, in named containers.
- When the ball goes out of play, it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible.
- Participants must not spit and should avoid shouting or raising their voices when facing each other, as detailed in The FA Covid-19 Code of Behaviour.
- Set plays: players are encouraged to avoid unnecessarily long set-up or close marking. Other modifications apply to specific situations, such as goal celebrations being discouraged. Read more in The FA's more detailed guidance here.
- Observing rigorous hygiene standards, injuries can be treated. See full guidance here. • Spectator groups should be limited to six people per group and spread out in line with wider Government guidance.
- Small-sided football should include more regular hygiene breaks in activity and players discouraged from touching or tackling against boards.
- There are also additional DBS requirements so we need at least 2 DBS checked adults at each session under the new guidelines.

The Club has produced a Covid 19 risk assessment which all parents should review prior to attending their first session. This can be viewed on the club website www.burtonbullets.co.uk

All parents will also be required to complete a registration form which includes Parent's confirming their consent for their child to attend sessions during the Covid-19 pandemic.

Doing Your Bit

Burton Bullets football club 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 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) safeguarding checks.

Ways you can help out 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 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:

kevin.greveson@telefonica.com or speak directly to Kev Greveson (07803 291524)

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, 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 Burton Leonard Bullets 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. Although we are happy for children from reception school age (5 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 31 August of the relevant Playing Season i.e. children who are aged 6 as at midnight on 31 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 Burton Bullets website.

FA Affiliation

Both the Nidderdale League and Burton Bullets 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 9.30am on a Saturday morning and finish at 11am. 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 9.15am.

All home matches and most training sessions take place at:

**Burton Leonard Sportsfield,
High Peter Lane,
Burton Leonard
HG3 3RZ**



We have not held indoor training sessions at Ripon Grammar School sports hall for the past two seasons as the sportsfield 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.burtonbullets.co.uk

We advise parents of any matches a week in advance and also issue match and training notifications requesting we are advised of availability using Teamer and WhatsApp notifications. It is essential that all parents register with Teamer 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 Burton Bullets JFC 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

**Chairman, Treasurer and
Registration / Fixtures Secretary:**

Kev Greveson
07803 291524
kevin.greveson@telefonica.com

Club Secretary & Welfare Officer:

Chris Briscoe
07979 156659
chris.briscoe@hlc.org.uk

Under 7's Coach: Stephen Booker

07957 996592
stephenbooker@cgc.co.uk

Under 8's Coach: Paul Robinson

07968 840862
pau1l.robinson@hsbc.com

Under 9's Coach: Simon Hill

07815 912324
sihill51@hotmail.com

Under 10's Coach: Jonathan Corless

07510 595143
corless42@icloud.com

Under 11's Coach: Kev Greveson

07803 291524
kevin.greveson@telefonica.com

Our Coaching Aims & Objectives

OBJECTIVES	AIMS		
	<u>Under 7/8</u>	<u>Under 9/10</u>	<u>Under 11</u>
Goalkeeping	<ul style="list-style-type: none"> ✓ All children should be capable of playing in goal ✓ Understand how to make a save, and take a goal kick 	<ul style="list-style-type: none"> ✓ Body behind the ball ✓ Good distribution ✓ Able to kick a dead-ball cleanly 	<ul style="list-style-type: none"> ✓ Command of defence ✓ Spatial awareness ✓ Able to catch the ball cleanly
Ball Control	<ul style="list-style-type: none"> ✓ Able to dribble down a line of slalom cones ✓ Able to trap a ball 	<ul style="list-style-type: none"> ✓ Able to dribble down a line of slalom cones using both feet ✓ Encourage individual ball skills 	<ul style="list-style-type: none"> ✓ Able to dribble around an opposing player ✓ Able to demonstrate an individual ball skill
Passing	<ul style="list-style-type: none"> ✓ Able to pass over 5 metres to a static teammate 	<ul style="list-style-type: none"> ✓ Able to pass accurately to a teammate 	<ul style="list-style-type: none"> ✓ Able to pass with both feet
Throw-ins	<ul style="list-style-type: none"> ✓ Able to throw from touchline with both feet on floor 	<ul style="list-style-type: none"> ✓ Able to throw ball in from touchline both feet on floor to own player 	<ul style="list-style-type: none"> ✓ Able to throw ball in to an attacking player for them to run onto
Shooting	<ul style="list-style-type: none"> ✓ Able to kick the ball into open goal from the penalty spot 	<ul style="list-style-type: none"> ✓ Able to kick the ball into the goal, past a goalkeeper, from the penalty spot 	<ul style="list-style-type: none"> ✓ Able to kick the ball into a nominated area of the goal
Teamwork	<ul style="list-style-type: none"> ✓ Encourage other players 	<ul style="list-style-type: none"> ✓ Able to play as a team ✓ Respect your team mates 	<ul style="list-style-type: none"> ✓ Able to work attack and defend as a team ✓ Support your team mates

BURTON LEONARD 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 to 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 Burton Bullets code of conduct and child protection policies.

End of Season Tournament & Awards

At the end of each season we hold a club tournament and BBQ for all players and their families, incorporating a prize giving ceremony with end-of-season awards:

- | | |
|--------------------------------|-------------------------|
| • Players Player of the Year | as voted by the players |
| • Most Influential Team Player | as voted by the coaches |
| • Most Improved Player | as voted by the coaches |
| • Coaches Player of the Year | as voted by the coaches |

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 the end of season BBQ.

We are extremely fortunate to have Alfred Hymas Ltd as our sponsors. Alfred Hymas are the largest family owned bulk haulier in the North of England and have been established in Burton Leonard for over one hundred years. Their generosity has enabled us to keep the annual player fees to a minimum together with them funding the match kit.

Contact Alfred Hymas Ltd at info@alfredhymas.co.uk

Phone 01765 677761

Website www.alfredhymas.co.uk



Registration Fees

The annual subscription for the season 2020 / 2021 season:

£50.00 per child

£40.00 for a 2nd child in the same family

£30.00 for a 3rd child in the same family

Please make payment by BACS / Bank Transfer to the club bank account:
Burton Leonard Bullets (with the **tt** spelling mistake!)

Sort Code: 30-93-91 Account: 01973249

using child's initial and surname as the reference

We can also accept PayPal please pay: BurtonBullets@outlook.com

All coaches and officials with children at the club pay the same subscription as other parents.

Burton Leonard Junior Football Club is committed to providing football to as many children as is feasible. We would not like to see any child denied this opportunity through financial hardship. If you find yourself in financial hardship and have difficulty paying the fees, please speak to the chairman or secretary in complete confidence.

Players will be issued with a full set of Burton Bullets match kit for match days (except those players under 6 years of age as they are unable to take part in matches under FA rules). The kit must be returned clean at the end of each season.

We are happy for new children who are considering joining to attend a couple of training sessions as a trial prior to the parents committing to pay the subscription fee.

REGISTRATION FORMS



Burton Leonard Junior Football Club
An FA Charter Standard Club affiliated to the West Riding County Football Association

Player Registration / Medical Information Application Form 2020/21
also includes Covid-19 Parent Consent Form

Parents and players must complete and sign this registration document. This covers Covid-19 and medical issues as well as ensuring your child is insured through the County FA Scheme.

Please complete all parts of the application and sign at the end.

The completed form should be emailed to kevin.greveson@telefonica.com

Child's Full Name:

Child's Date of Birth:

School Year (Sept 2020):

Childs age on 31 Aug 20:

Child's School:

Name(s) of Parent(s)/Carer(s):

Home Address and Postcode:

Home Telephone:

Primary Email contact:

Mobile Telephone No:

THIS MOBILE NUMBER WILL BE ADDED TO THE CLUB'S WHAT'S APP GROUP WHICH IS USED FOR PARENT COMMUNICATIONS AND EVENT NOTIFICATIONS

HEALTH CONDITIONS

Please note it is essential that the following information is provided in order that prompt treatment can be given in the event of any injury to your child.

Does your child have any medical conditions or allergies of which we should be aware?
YES /NO (please delete)

If YES, please also confirm that you consent to the Club holding this special category data in respect of your child on the Club's central player register and informing your child's coach of the condition

YES /NO (please delete)

Please provide further information of any allergies/medical conditions, including treatment for allergies:

I accept and give permission that, where necessary, Emergency First Aid may be administered. I also give permission for antiseptic, plasters and dry dressings to be applied as necessary.

YES /NO (please delete)

EMERGENCY CONTACT DETAILS (training and match days if not present at ground)

PARENT/GUARDIANS NAME:
CONTACT NUMBER:
RELATIONSHIP TO CHILD:

PARENTAL CONSENT

I, the parent or guardian, of hereby:

Agree to be bound by and to observe the Club rules.

Enclose payment for my membership subscription

Recognise, acknowledge and understand the following:

- My child's participation in the Activity (football undertaken at BLJFC) carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries;
- My child's participation in the Activity is voluntary and is at his or her own risk.
- Notwithstanding the above risks, which I recognise and accept, and in consideration of being permitted to participate in any way in the Activity, I, for myself and my child, do hereby waive, release and discharge BLJFC, the club's officers and officials from any and all claims for personal injury, accidents or illnesses (including death), and property damage, arising in any manner out of my child's participation in the Activity, including transportation to and from the Activity.

PARENT/GUARDIANS NAME:
RELATIONSHIP TO CHILD:

COVID-19 PARENT CONSENT FORM (this additional consent form must also be completed)

I permit my son/daughter named above to participate in training sessions at Burton Leonard Bullets JFC during the easing of lockdown (Covid 19):

I give my permission: **YES /NO (please delete)**

As the parent/guardian of the child named above I will respect all guidelines put in place by the club including social distancing, risk assessment and FA Guidelines.

As the parent/guardian of the child named above I will not allow my child to attend any training sessions if any of the symptoms below are present:

- **Sore throat**
- **Fever**
- **Loss of taste or smell**
- **Persistent cough**
- **Generally feeling unwell**

As the parent/guardian of the child named above I confirm that I will sign the register before each training session / match to confirm all persons from our family who attended the session.

As the parent/guardian of the child named above I confirm that I will inform the club if any of the above symptoms become noticeable after any training session, so that the club can inform NHS Test and Trace those who also attended. Please telephone Kevin Greveson 07803 291524.

PARENT/GUARDIANS NAME:

CONTACT NUMBER:

RELATIONSHIP TO CHILD:

Data Policy:

The data collected on these forms will be stored on the Club Player Register which is accessible only by the Club Chairman and Secretary. A shortened form will be passed to your child's coach.

Certain data will also be entered onto the FA's Whole Game System which is a club requirement as a club affiliated to the FA. Special category health information is required to ensure the health and safety of your child. Full information on the way we process, store and collect information about you can be found on the attached Club's Privacy Policy.

MAINTAINING BURTON LEONARD JUNIOR FOOTBALL CLUB THROUGH VOLUNTEERS

Please help us to continue to provide football for local children. As a community club we can only exist through the dedicated work of volunteers, so please help out if you are able to. Full training and support will be provided where needed.

I would be willing to help the club as a volunteer in the following way:

- Team Coach (we will pay for your coaching badge) **YES /NO (please delete)**
- Team helper / assistant coach **YES /NO (please delete)**
- Help in the pavilion kitchen serving bacon butties/drinks **YES /NO (please delete)**
- =
- Helping set up goals and other equipment for matches / training **YES /NO (please delete)**
- Club admin (secretary, treasurer, safeguarding officer) **YES /NO (please delete)**

VOLUNTEER PARENT/GUARDIANS NAME:

I have read and signed:

- The Players registration and medical information form **YES /NO (please delete)**
- The Covid-19 Parent Consent form **YES /NO (please delete)**
- The FA Respect and Burton Bullets Code for Spectators **YES /NO (please delete)**
- My child has agreed to the FA Respect Code for Young Players **YES /NO (please delete)**
- I have seen the volunteer form and considered offering to help **YES /NO (please delete)**
- I have paid the joining fee payment of £50 or £40 or £30 for siblings **YES /NO**
Please make payment by BACS / Bank Transfer to the club bank account:
Burton Leonard Bullets (with the tt spelling mistake!)
Sort Code: 30-93-91 Account: 01973249 using child's initial and surname as the reference
We can also accept PayPal please pay: BurtonBullets@outlook.com

PRIVACY NOTICE - Burton Leonard Junior Football Club (BLJFC)

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

Privacy Notice

Burton Leonard Junior Football Club is committed to protecting and processing your personal data in accordance with the General Data Protection Regulations and the Data Protection Act 2018 (the legislation). For the purpose of the legislation and your personal data, Burton Leonard Junior Football Club is the Data Controller. Mr Kevin Greveson (Club Chairman and Registration/Fixture Secretary) is the Data Processor.

The General Data Protection Regulations are to safeguard your personally identifiable information or personal data. This privacy notice will be regularly reviewed and updated.

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, 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'd 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'll obtain your explicit consent in order 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, 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 their 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 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 won't share your information for marketing purposes with companies outside of the club.

How long do we keep hold of your information?

Your personal data shouldn't be held for longer than is required, which for BLJFC is the length of time that the player is registered with BLJFC. Once the player leaves the club all of 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 of the personal information held please email Kevin Greveson at kevin.greveson@telefonica.com

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'd 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've agreed to receive marketing information, you may opt out at a later date.

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 email Kevin Greveson at kevin.greveson@telefonica.com

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
 Wilmslow
 Cheshire
 SK9 5AF
 0303 123 1113 (local rate)

Changes to our privacy policy

We keep our privacy policy under regular review and we will inform you of any changes when they occur. This privacy policy was last updated on 10/09/20.

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 emailing Kevin Greveson at kevin.greveson@telefonica.com

Information Held	Who is collecting it	How is it collected	Why is it collected	Lawful basis for processing	Who will it be shared with	How is it stored	When will it be deleted
Names(s) Address Home, work, mobile phone number(s) Email address DOB(s) Childs medical history	All Coaches Administrators	Registration/ Medical forms	To be eligible to play for club Parental/ Guardian consent Medical emergency Health & Safety Correspondence Insurance	Consent Contractual Fulfilment Vital Interest Legal obligation Licensing and Registration of players	Coaches/ Assistants Administrators Football Association League Emergency Services	Paper – on file Digital Whole game FA system Teamer web application	End of Membership