



Governing Rules of Organisation (Version 1 - As at 20-04-2006)

these rules to be revised as necessary by Committee and endorsed by members

1 Club General

- 1.1 The Club shall accommodate football for a range of age groups as agreed by the committee from under 8s upwards and shall be for male and female members.
- 1.2 The management structure of the various age groups and teams shall be agreed by the Committee.
- 1.3 The Football Club colours shall be Red and Black.
- 1.4 The financial year shall be 1st June to 31st May.
- 1.5 An AGM will be held in June each year. Members will receive 16 days notice.
- 1.6 The Club shall be a Member of the Football Association via the Shropshire County Football Association unless otherwise authorised by the committee.
- 1.7 The **Main Committee** Officers of the Football club shall be:-
- | | |
|---------------------------------|-------------------------|
| Chairperson | Vice-Chairperson |
| Secretary | Treasurer |
| Child Protection Officer | |
- 1.8 One member may occupy no more than two of the main posts detailed in 1.7.
- 1.9 **Additional members** of the Committee may be:-
- | | |
|----------------------------|--------------------------------|
| Team Managers | Social Secretary |
| Fundraising Officer | Other Officers required |
- all as decided and appointed by the Main Committee Members.*
- 1.10 One member may occupy no more than two of the posts detailed/created via 1.9 (but can also be a team manager) and no more than 4 posts in total from 1.7/1.9 – unless agreed by committee (*excluding the nominee from the vote*).
- 1.11 Team Managers are appointed by Committee. Team Managers can appoint assistants.
- 1.12 The club will hold a bank account. Cheques will be subject to any two signatures from three, either: Chairperson, Secretary or Treasurer (if one person holds two of the stated positions then it must be agreed to include a third signature from another main committee member)
- 1.13 The Treasurer will abide by the Treasurer's Code of conduct.
- 1.14 Any person wishing to stand for Main Committee positions must have their nomination seconded by another member and submitted to the Secretary prior to the AGM.
- 1.15 If the incumbent Chairperson, Vice-Chair, Secretary, Treasurer or Child Protection Officer is not standing for re-election and no nomination has been received prior to the AGM, then nominations can be taken from the floor at the AGM.
- 1.16 Under 16s Team Managers shall remain in office whilst they retain the full support of their players parents, however, should this support not be maintained then parents may approach the Committee for a change of Team Manager.
- 1.17 For the purpose of discussing grievances, the main Committee may be approached with seven days prior notice, from a Parent or Parent representative.
- 1.18 It is desirable that Team Managers and/or Coaches attend and pass the FA Coaching Course Level 1, but not essential, due to the nature of the club. If possible the committee will help fund, via club finances, appropriate training for coaches.

2 Meetings

- 2.1 An Extraordinary General Meeting may be called at any time, with at least 30 days clear notice, by a Member, and supported by two other members in writing to the Secretary.
- 2.2 Committee meetings shall be held as and when directed by the Committee. There will be a minimum of three meetings per annum including the AGM.
- 2.3 All meetings shall have an Agenda and shall be recorded by way of minutes which shall be circulated and agreed at the following meeting.
- 2.4 In normal Committee meetings all members of the Committee shall have one vote. The Chairperson will, in addition, have a casting vote. All decisions will be made by simple majority voting.
- 2.5 At the Annual General Meeting (or EGM) each registered playing member will be entitled to one vote (via parent/guardian/proxy if player is under 16) and all members of the main committee will have an additional vote. The Chairperson will, in addition, have a casting vote. Thus committee members have 2 votes each and the Chairperson 3, if required. All of 2.5 is subject to 2.6.
- 2.6 The Main Committee will be elected annually at the AGM. Nominees for main Committee positions will not vote in the election for the position in which they are nominated. An existing committee member (but not a nominee for the post) will conduct the vote for the Chairperson. The appointed Chairperson will then conduct the election of all other main Committee members. For the purposes of election of the main Committee all members will be eligible to cast one vote only in each election. If a deadlock occurs the Chairperson may cast an additional vote.
- 2.7 Any sub-committees deemed necessary will be agreed by full committee and a chair of the sub-committee appointed. Sub-committee chair will co-opt sub-committee members and report back recommendations of activity to full committee.
- 2.7 All votes at all meetings will be by show of hands unless agreed by the Chairperson to be carried out in another format.
- 2.8 A quorum for normal Committee meetings will be a minimum of three to include a minimum of two from the main committee. No meeting can continue unless quorate.
- 2.9 A quorum for the AGM will be as 2.8 above plus a minimum of three others (thus minimum of 6). No meeting can continue unless quorate.
- 2.10 A quorum for an EGM will be as 2.8 above plus a minimum of the three members calling the EGM (see 2.1). No meeting can continue unless quorate.

3 Child Protection

- 3.1 A Child Protection Officer shall be a member of the main Committee structure.
- 3.2 The Club shall have and maintain a Child Protection Code of Conduct and a copy will be provided to each member of the Club.
- 3.3 The Code details shall be reviewed by the Child Protection Officer from time to time. This will be put before committee for agreement.

4 Discipline

- 4.1 Committee members shall review any disciplinary matter and their decision shall be final. The Chairman, Vice-Chairman and Secretary and appropriate Team Manager (when appropriate) shall form the Sub-committee to deal with disciplinary matters.
- 4.2 The disciplinary committee retain the right to dismiss/suspend any Manager/Coach/Player/Parent/Official or Supporter, who in its opinion, bring the Club into disrepute, or whose behaviour is deemed unacceptable to the club.
- 4.3 The decision of the discipline committee can be challenged at the next full committee meeting and endorsed or overturned by full committee.
- 4.4 All members of the Club, be they Committee members, Players, Parents or Supporters **MUST** adhere to the club **Codes of Conduct**.

5 Players/Membership

- 5.1 Each team/squad shall be made up of players as allowed by the League or organisation to which the team will play or be affiliated.
- 5.2 All Players/Members shall make a registration with the Club at the time of joining.
- 5.3 No player can be registered with Red Rovers FC and another football club at the same time.
- 5.4 All Players/Members shall make contributions/subscriptions, throughout the season as directed by the Committee.
- 5.5 All Players / Members who fail to contribute the financial sums required will be subject to having their membership cancelled and in terms of Players their registration forms retained by the Club until outstanding registration fees/subscriptions are paid in full.
- 5.6 The Committee reserve the right to contact each of the respective leagues or authorities to advise of "non-payments" and request the Players registration is held.
- 5.7 Players will make a commitment to attend training and matches when/where directed by team managers unless alternative agreements have been made.
- 5.8 In return for player commitment the Red Rovers Football Club **guarantees** match-play time to all playing members who are available, eligible[#], and attending relevant matches. (*# eligibility includes: financially paid up-to-date; dressed appropriately; arrived on-time; appropriately aged; sufficiently healthy etc.*)
- 5.9 All attending eligible[#] players will each receive an equitable period of play during matches.

*Exceptions to this might be i) goalkeepers, ii) when there is more than 50% additional players than required to field a team, and iii) following an injury requiring an exit from the pitch. In the case of i) a goalkeeper may play a half-match or entire match as required. In the case of ii) a 'squad rotation' system will be employed to ensure a sensible number of players attend a match and receive sufficient match-play time. The club does not allow players to attend and then not play – **everyone gets to play.***

6 Kit and Equipment

- 6.1 All kit provided by the Club, or donated by sponsors, shall remain the property of the Club.
- 6.2 All sponsors shall be approved by the Committee before being used for Club sponsorship in any form.
- 6.3 Shirts, shorts, socks, match-day tops, rain-coats, second team change of kit, kit bag, training equipment and any other equipment provided shall be kept in good condition and used only on match-days, training sessions or other Club events as directed by the team Manager.
- 6.4 When a Player leaves the football club all kit and equipment **MUST** be returned in full and in good condition. Failure to comply with this will necessitate the retention of the Players registration Card/forms until such time that all property is returned or financially resolved and 5.5 above will also be taken into account.

7 Pitches & Play

- 7.1 Pitch locations for home arranged matches and/or training will be determined by the committee as necessary.
- 7.2 Meeting times and venues for away matches will be communicated as required via the Club website. See section 8.
- 7.3 Failure to show for an agreed event/activity/match could put it or your team in jeopardy – this may result in a penalty of missing one match at a later date. See 8.2.

8 Communications

- 8.1 Communications from the club to its members will be via email and website – it is YOUR RESPONSIBILITY to check for updates and/or contact appropriate personnel.
- 8.2 All eligible players are assumed to be attending all matches. It is YOUR RESPONSIBILITY to ensure the relevant club official is informed if you/your child cannot attend an event/activity/match.