

# Questions and Answers



**Question 1** Can any club apply?

ANSWER

Yes, any club.

**Question 2** Our Club only has 1 team; does that matter?

ANSWER

No, even a club with only one team can apply to become a Charter Standard Club.

**Question 3** Is there a charge?

ANSWER

No, application and the Charter Standard programme is free.

**Question 4** Is it difficult to achieve?

ANSWER

Any award, worth having, does require an element of hard work. However, the criteria has been set so that one of the awards is attainable for every club.

**Question 5** What are the benefits?

ANSWER

The "visible" benefits are listed in the brochure. But it's the "hidden" benefits that should be of most importance to your club.

**Question 6** So what are these hidden benefits?

ANSWER

By achieving a Charter Standard Club Award, you are demonstrating to all members, parents and the public, that you are a well organised, safe club offering opportunities for all.

The 'hidden' benefits are also an excellent way of promoting your club to potential members, parents, volunteers and sponsors.

**Question 7** How do we apply and what happens to our application?

ANSWER

1. Clubs must complete an application form and return it to the County Football Association with the requested supporting evidence.

2. Clubs must follow the Child Protection and Best Practice Guidelines of The FA.

3. The application will be assessed by the County Football Association nominated officer with recommendations to the Charter Standard Working Party.

4. The Charter Standard Working Party will complete a feedback form on each application, which will include an Action Plan and a recommendation.

5. If the club meets the criteria, the County Football Association will forward the Feedback Sheet to The Football Association for awarding.

6. If the club does not meet the criteria, the County will inform the Club and provide an action plan and advice.

7. The Football Association will:

Write to the club awarding the Charter Standard.

8. The Football Association and the County Football Association will keep a copy of the feedback form and action plan.

**Question 8** How long does the award last?

ANSWER

1. The Charter Standard is an award for three years.

2. At the end of three years, the club can apply for renewal.

**Question 9** Can the award be withdrawn by The FA?

ANSWER

Yes. After due consideration, and the club has had the opportunity to meet with the Charter Standard Working Party, the Charter Standard Working Party can request that a Club has its Charter Standard removed for the following reasons:-

a) Disciplinary Record

b) Failure to Attend In-Service Training

A Club can re-apply when it can demonstrate that it has responded positively to the reason(s) for withdrawal.

**Question 10** What are the Disciplinary reasons why a Club could lose, or not be awarded Charter Standard?

ANSWER

The Charter Standard Working Party will consider the following criteria when assessing new applications or the removal of Charter Standard.

1. Any Club found guilty of assault on a referee or assistant, by a player, official or spectator in the last three years will not be considered for the awards. Any subsequent offence would lead to the withdrawal of the award.

2. Any Club not found to be positively supporting The Football Association's anti-racism campaign will lose or will not be awarded Charter Standard.

3. Any Club found guilty of spectator misconduct on two occasions by The Football Association will be invited to meet with the Charter Standard Committee who have the authority to issue a formal warning, which could lead to removal on further notice.
4. Any club found guilty of official misconduct on two occasions by The Football Association will be invited to meet with the Charter Standard Committee who have the authority to issue a formal warning, which could lead to removal on further notice.
5. Any club that reaches \*\*\* disciplinary points (as described in County FA Memorandum), will be invited to meet with the Charter Standard Committee, who will have the authority to warn as to future conduct or request that The Football Association remove the Charter Standard Award.
6. If any one team reach \*\*\* disciplinary points (as described in County FA Memorandum), they will be invited to meet with the Charter Standard Committee, who will have the authority to warn as to future conduct, or request that The Football Association remove the Charter Standard from the whole club.

### Questions 11 - 15 Relate to Community Clubs Only

- Question 11** Do we have to have all age groups?  
ANSWER  
For Charter Standard Community Clubs you must have a minimum of 10 teams including a minimum of one senior adult team.
- Question 12** Do we have to have boys and girls?  
ANSWER  
Yes for Community Clubs. Girls opportunities may be Mini/Soccer team, a Girls Junior Team, a Women's Senior Team or a mixture of these.
- Question 13** How structured does the link with adult clubs need to be?  
ANSWER  
Links need to be demonstrated in the Football Development Plan to identify close partnerships between the two clubs where there are mutual benefits. Eg, Senior Clubs receiving up and coming players and Junior Clubs benefiting through senior players working and coaching at the club and becoming role models.
- Question 14** Do we have to complete all Development Plans and how in depth does it have to be?  
ANSWER  
Yes, all areas of the Football Development Plan must be completed and show developments and progressions in all areas in a 3 to 5 year plan.
- Question 15** What are the timescales to offering disability football?  
ANSWER  
County Football Association Football Development Officers are in the process of developing their own Disability Action Plans. Clubs should contact their Football Development Officer to enquire about their County timescale and shape their own timescale around this. As Community Clubs think how you can support these programmes.
- Question 16** What are the minimum requirements of a club in regards to Coach Education  
ANSWER  
The minimum for an adult team is for 1 person to hold Emergency Aid Qualifications. For Under 16 Teams at least 1 person per team should have either JTM or Level 1 FA Club Coach. For Development and Community Clubs at least 1 Coach should possess a Level 2 Award.

- Question 17** What funding is available to achieve status, i.e for Coach Education and Medical Courses?

ANSWER

Local County Football Association Football Development Officers have bursaries to support clubs achieve Coach Education and Medical Awards. External grant agencies are also able to support eg, Awards for All.

- Question 18** Are JTM's still relevant for Charter Standard?

ANSWER

Yes.

- Question 19** What insurance do we need?

ANSWER

Clubs should follow the latest advice from The FA on public liability insurance.

- Question 20** If my Junior Club is joining an existing Adult Club and going for Charter Standard Community Club, how do we manage out finances?

ANSWER

If clubs are coming together in order to gain Community Clubs Charter Standard it is recommended that you create an umbrella organisation or 'steering group' to oversee:

1. Implementation of the Football Development Plan
2. Production of Football Foundation bid to improve facilities
3. Fundraising/Sponsorship Objectives
4. Any other business relevant to both clubs

You are not expected to merge finances and as such day to day running and management should remain Independent processes.

\*\*\* At present each county sets its own points level, after which time clubs are in breach of County FA memorandum.