



Durham County FA Respect Toolkit

Respect

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Football
Foundation

Durham County FA Respect Toolkit

Welcome



We have developed this toolkit as an information point to the Respect programme for everyone involved in football, particularly Leagues and Clubs. This e-magazine provides information about Respect and sign-posts you to important information which will allow you to continue to contribute to both the maintenance of Respect and in the ongoing promotion of the programme.

Many of you are already committed to Respect and this is appreciated by Durham County FA as it will only be through our continued partnership that we will see the programme fully established and working across football.

With particular regard to all of our youth leagues, having Respect as a foundation stone in terms of expectations of behaviour is fundamental to the future success of Respect as young players develop into adult players, into coaching roles, into referees and also take on many other roles, available at club, league, county and national levels. If those young people experience Respect as players and as they progress through their career in football, it will be much more likely that they will instil Respect in the clubs and leagues they continue to be involved with, as adults.

This is the first in a series of Respect orientated magazines so your feedback and suggestions for content of future publications would be appreciated. Please contact Richard.Hughes@DurhamFA.com

Thank you

Frank Pattison
President DCFA

John Topping
Company Secretary



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Promoting the Respect Message



If you are to run a Respect workshop, for example, at a parents evening before the start of a new season, this article will provide you with the necessary information and tools to do so with confidence.

The basic points to get across to people in attendance include:-

- expectations regarding behaviour at training and matches
- use of Codes of Conduct which everyone will sign-up to
- arrangements that are in place to monitor conduct at training and matches
- informing attendees of the consequences of any breach of a Code of Conduct
- contact points for concerns to be referred including Welfare Officer and Secretary

By clicking on the following link this will take you to the Respect Page of our website where the presentational material you can use to get the above messages across at a Respect workshop at your club can be found.

www.DurhamFA.com/Respect/Respect-Resources



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FA Charter Standard Programme and Safeguarding



Respect is a programme that bridges across many aspects of football as it is a programme that seeks to promote a positive environment at clubs and across leagues, to thereby provide everyone involved with an experience that is both safe and enjoyable; and from a players point of view an experience that is also developmental – and additionally from a referees point of view an experience that is likely to ensure they will remain in the game.



If a club or league adopts Respect this in itself allies that club or league to improving behaviour both on and off the field of play. In doing so, this links directly into the **safeguarding** agenda as the club or league will have clearly stated the intent to act on and address poor behaviour whether on the pitch or from the touchline. Such action can range from simply ‘having a quiet word’ with the individual(s) concerned through to formal disciplinary action with the individual(s) concerned appearing before a club committee – or in front of a committee of Durham County FA, depending on the level of misbehaviour.

The **Respect Codes of Conduct** underpin any disciplinary action that can be taken which is why it remains important to get people at a club signed-up to their particular code. Codes of Conduct are available for Young Players (aged 15 and younger); Adult Players (aged 16+); Coaches Managers and Club Officials; Spectators and Parents/Carers, and Match Officials. You can find and download these Codes of Conduct and sign-up sheet, by clicking on the following link [Codes of Conduct](#)

Such actions also directly align to the **FA Charter Standard** programme which, amongst other things, requires clubs and leagues to implement a formal constitution and adopt particular policies including safeguarding children/vulnerable adults, anti-bullying and equality. Charter Standard also requires that everyone who needs a FA CRB check has that check completed.

A club/league can then be satisfied that all persons actively involved in an official capacity have been properly screened through the Criminal Records Bureau. Information on the Charter Standard programme can be accessed using the following link www.DurhamFA.com/clubs/fa-charter-standard

The ‘screening’ of individuals of which a CRB check is a vital part, is the subject of the FA responsible recruitment guidance that clubs/leagues in youth football use when considering applications from volunteers seeking to become part of their club/league. The **selection of volunteers** guidance can be directly accessed by clicking on the following link [Responsible Recruitment](#)

So, in essence, Respect is not to be seen as simply a stand-alone programme which may or may not have any relevance or ‘teeth’ but as a fundamental part of the game and the umbrella under which everything else we do - as outlined above – forms part. **Respect!!**



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Checking on how well you are doing?

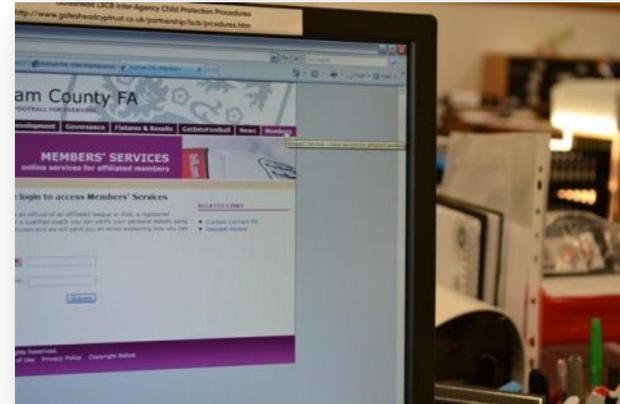


In the past clubs had to maintain written records of their disciplinary history however now with **Member Services** club officials can see their record at a glance and 24/7. The vast majority of clubs now link into Member Services however if you, as a bone-fide club official do not do so currently but want to do so click on the following link and follow the on-screen instructions. When accessing that webpage of the Durham County FA website click on the 'Request Access' tab on the left of the screen. Registration and access to the system can be achieved very quickly – you will need your FAN, Club ID number and Affiliation number to register and access the system.

<http://www.DurhamFA.com/MembersServices/>

There are a number of factors that will inform a club as to how well they are performing in terms of Respect.

One factor relates to the disciplinary record of a club. Club disciplinary records are held by Durham County FA and inform of the number of cautions, red cards and other disciplinary action that has occurred - whether over a season or covering the time a club has been in existence.



Another factor involves the number of complaints a club receives regarding the conduct of those involved with the club – whether that poor conduct comes from, for example, players, or coaches or spectators etc. The more complaints a club has to deal with may imply that the club is not being run properly which is not what the club officials would want to have levelled against their club. Taking action quickly, efficiently and effectively to resolve current or emerging issues is recommended as a means whereby small issues can be prevented from becoming big problems.

Getting all involved at a club signed-up to **Respect Codes of Conduct** is therefore a valuable tool to a club when subsequently addressing poor behaviour, as it is highly likely that transgressors will have signed-up to their respective code and can then be held accountable to the requirements of that code, by a club. The Respect Codes of Conduct also incorporate a range of sanctions available to a club when dealing with any breach.

[Codes of Conduct](#)



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Checking on how well you are doing?



A club may wish to conduct an '**end of year review**' to look at the number and type disciplinary issues it has had to address (and pay for!) including cautions and red cards. Such reviews can identify particular causes for concern not otherwise picked up, for example, certain players getting red cards or cautions in particular matches or generally far too frequently, which may require discussion with the player(s) concerned and their parents/carers where appropriate; or the club receiving several similar complaints about the same issue from parents/carers which were dealt with differently or which led to different courses of action.

By conducting an annual review in such a way a club can develop an action plan for the forthcoming season which would target the 'areas of concern' identified.

The above provides an overview of how a club will 'know how well we are doing'. If you have any comments on the above please email Richard.Hughes@DurhamFA.com



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Respect Club Annual Membership form – want to use it?



Clubs in youth leagues may use a range of forms to register players at the start of each season however not all forms used will cover certain important elements or obtain appropriate permissions – for example, permission to take photographs and video.

The **Respect Club Annual Membership, Information and Consent form** provides parents/carers with an easy to complete form and from the club point of view they receive a well-informed application to be part of the club.

One thing to remember is that whilst parents/carers at your club may agree to the club taking photographs/video of their children for appropriate club purposes such as publishing on your club website or including in club magazines or for club promotional material, opposing clubs may not have the same policy. So always check out with opponents what their club policy is before taking photographs or video which includes players from the opposing team.

The following link takes you direct to the Respect Club Membership form which you can download and print-off to use as necessary across your club.

[Club Membership Form](#)

The form saves a club time and effort in developing their own form and already covers all the important areas that clubs need to know about and consider when registering players.

Your feedback on the form would also be appreciated – contact

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