



## Membership Terms and Conditions – 2019/20 onwards



### **Payment**

- The league season generally ends towards the end of April and training mid-May. The 9 month direct debit option is provided for convenience in paying the annual membership fee, it is not a 'per month' option. If leaving the Club at the end of the season, Direct debits should not be cancelled until after the final payment. If continuing the following season, do not cancel the Direct debit as the mandate will roll-over. Refunds are not given in the event of games/training being cancelled due to weather or other circumstances.
- A discount of 50% applies to children with an older brother/sister registered with the Club.
- Cheques should be made payable to Timperley Villa YFC. Monthly payments other than by direct debit only by prior agreement with the Treasurer.
- Non-payment of fees will result in the player's registration being suspended.

### **Images**

- The Club may take photos or videos of the team or individuals in it for use on the Club website, newsletters, Twitter feeds, newspaper articles or similar material. We adhere to the FA Best Practice Guidelines on the use of images. If this use of images is not acceptable to you, please advise the Club Secretary accordingly.

### **Publishing of Names**

- The name of the players in each team may be shown on the FA 'Full-time' website alongside details of their team's games. If this is not acceptable to you, please advise the Club Secretary accordingly

### **Travel, Medicines & Medical Devices**

- It is your responsibility to arrange safe travel for your child to/from venues for matches, training etc. You should not leave your child at a venue until the designated start time and unless you know the Team Manager/Coach is present.
- It is your responsibility to ensure that your child has any necessary medicines or devices (e.g. inhalers or 'epi-pens') with them at all times.

### **Consent of Parent/Guardian (Legal Carer)**

By entering into membership of Timperley Villa YFC you are agreeing to the following:-

- To reimburse the Club for any fines incurred by yourself or your child, including those for sending offs and bookings.
- To your child participating in the Club's events.
- To details on this form being recorded/retained by the Club, League, County FA and/or the FA for administration purposes.

- To inform the Club directly of changes to details recorded on this form.
- In the case of an emergency, for your child to receive emergency first aid treatment and in extreme cases be taken to hospital.
- To pay the full annual membership fees for your child by the due date.
- To abide by the Rules, Codes of Conduct, Policies & Procedures of the Club & FA at both training & matches. Breaking any of these may result in suspension or expulsion from the Club. Club Codes of Conduct are set out on the rear of this sheet.
- To ensure that any relatives/friends attending training/matches are aware of the Club 'Code of Conduct' and comply with it.
- Should you or your child be suspended or expelled for disciplinary reasons, no refund of subscriptions will be made by the Club.
- That no official, manager or coach of the Club can be held responsible for any loss of personal belongings or personal injuries occurring whilst playing or training with the Club.
- See website [www.timperleyvillafc.co.uk](http://www.timperleyvillafc.co.uk) for the Rules, Codes of Conduct, Policies and Procedures of the Club.
- Use of your and your child's Data as set out in the Club Privacy Notice (see overleaf and also on the Club website [www.timperleyvillafc.co.uk](http://www.timperleyvillafc.co.uk) under 'Useful Documents').

## **Code of Conduct - Spectators and Parents/Carers**

### ***I will:***

*Remain outside the field of play and behind the Designated Spectator Area barrier. Never engage in, or tolerate, offensive, insulting, aggressive or abusive language or behaviour in any form.*

*Always respect the match officials' decisions and never challenge or criticise them. Applaud effort and good play as well as success.*

*Remember that children play for FUN.*

*Let the coaches do their job and not confuse the players by telling them what to do.*

*Encourage the players to respect the opposition and match officials.*

*Never criticise a player for making a mistake - mistakes are part of learning.*

***I understand that breaches of this Code may result in action being taken by my Club, the League, the County FA and /or The FA. [Note - This action may include suspension or expulsion from the Club.]***

## **Code of Conduct - Young Players**

### ***When playing football and when training, I will:***

*Always behave myself.*

*Always do my best, even if we're losing or the other team is stronger.*

*Play fairly - I won't cheat, complain or waste time.*

*Never be rude to my team-mates, the other team, the referee, spectators or my coach/team manager.*

*Do what the referee tells me.*

*Shake hands with the other team and referee at the end of the game.*

*Listen to my coach/team manager and respect what he/she says.*

*Talk to someone I trust, for example my parents or the club welfare officer if I'm unhappy about anything at my club.*

***I understand that breaches of this Code may result in action being taken by my Club, the League, the County FA and /or The FA. [Note - This action may include suspension or expulsion from the Club.]***

## **Club Privacy Notice**

Timperley Villa YFC take your privacy seriously. This Privacy Notice sets out how we use and look after the personal information we collect from you. We are the data controller, responsible for the processing of any personal data you give us. We take reasonable care to keep your information secure and to prevent any unauthorised access to or use of it.

### **What personal data we hold on you**

Personal data means any information about an individual from which that individual can be identified. We collect, use, store and transfer some personal data of our participants [and their parents or guardians], and other Club members. You provide information about yourself when you register with the Club, and by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise. The information you give us and which we will hold is as set out on the TVYFC membership form. This includes relevant health information for the player, which is classed as special category personal data, for the purposes of their health, wellbeing, welfare and safeguarding. Where we need to collect personal data to fulfil Club responsibilities and you do not provide that data, we may not be able to honour or administer your membership.

### **Why we need your personal data**

We will only use personal data for any purpose for which it has been specifically provided. The reason we need participants' and members' personal data is to be able to run the football club and arrange matches, training and other club activities and to administer memberships and payments.

Our processing activities encompass

- processing membership forms and payments/ subs, organising matches and training
- sending out match or Club information and updates
- sharing data with coaches, managers or officials to run matches, training sessions or enter events
- understanding possible health risks
- sharing data with leagues we are in membership of, county associations and other competition providers for entry in events
- sharing data with committee members to provide information about club activities, membership renewals or invitation to social events
- sharing data with our coaching partners SiS
- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority
- publishing match and league results

## **Who we share your personal data with**

The information of players, team managers, coaches, club officials and club volunteers will be entered onto the Whole Game System database, which is administered by the FA. We also pass information to the County FA and to leagues to register participants and the team for matches, tournaments or other events, and for club affiliation purposes. We may share your personal data with selected third parties such as referees, coaches or match organisers where this is necessary for undertaking club activities. We may disclose your personal information to third parties to comply with a legal obligation; or to protect the rights, property, or safety of our participants, members or affiliates, or others.

### **Protection of your personal data**

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

### **How long we hold your personal data**

We keep personal data on our participants and members while they continue to be a participant or member or are otherwise actively involved with the Club. We will delete this data two seasons after a participant or member has left or otherwise ended their membership or affiliation, or sooner if specifically requested and we are able to do so. We may need to retain some personal data for longer for legal or regulatory purposes. The personal data that is stored on the FA's Whole Game System is subject to their privacy policy so we advise you review that policy together with this notice. If you would like your personal data to be deleted from Whole Game System then please contact them.

### **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data. As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we may not be able to register or administer your membership. We may update this Privacy Notice from time to time, and will inform you to any changes in how we handle your personal data. If you have any questions about this Privacy Notice then please contact the Club Secretary.