

BEHIND THE LINE BEHIND THE TEAM

CAMPAIGN RESOURCE PACK



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INTRODUCTION

Football can and does have a very powerful and positive influence on people, especially young people. Not only can it provide opportunities for enjoyment and achievement, but it can also develop valuable qualities such as self-esteem, leadership and teamwork. These positive effects will only be felt if sport is in the right hands, in the hands of those who place the welfare of all children and young people first and adopt practices that support, protect, and empower them.

The Football Association of Wales (“FAW”) is committed to placing the welfare of all children and young people first by creating a safe and positive football environment in which our players can thrive and develop. To achieve this, all clubs and personnel affiliated to the FAW are expected to adhere to the FAW Safeguarding Policy, and Practices and Procedures and to ensure player welfare is always the paramount consideration.

The FAW Safeguarding Team understands that in order to educate the Welsh football community on the FAW Safeguarding Policy, Practices and Procedures, regular reinforcement of the expected standards within our small sided and junior football environments is vital by providing access to key information, advice and guidance.

BEHIND THE LINE, BEHIND THE TEAM CAMPAIGN RELAUNCH

The FAW previously launched the Behind the Line, Behind the Team Campaign in December 2013 and due to the success of the previous campaign and importance of its message, the FAW have decided to relaunch the Behind the Line, Behind the Team campaign with the aim of continuing to educate and raise awareness of the expected standards of sideline behaviour within our small sided and junior football environments.

Unfortunately, the FAW Safeguarding Team are still made aware of instances of negative sideline behaviour which as a result has had a negative impact on the players who participate. Therefore, we feel it's important to revisit the key messages in this campaign and reinforce that providing a positive environment for the players is the priority.

In order to support this relaunch, the FAW have developed a new campaign video, reviewed our education resources, and have developed this education resource pack in which all junior football clubs, coaches, parents and spectators can access.



A young woman with long brown hair, wearing a blue football jersey with white stripes on the sleeves, is shown from the chest up. She is clapping her hands and smiling broadly, looking towards the left. The background is a blurred green field.

CAMPAIGN AIMS & EXPECTATIONS



AIMS OF THE CAMPAIGN

1. To provide our young players with a positive football environment in which they can develop.
2. To ensure enjoyment of football is the main priority.
3. To eradicate all negative sideline behaviour.
4. To allow our young players the freedom to make mistakes without criticism.
5. To allow our young players to develop in an environment without constant pressure.
6. To implement physical exclusion barriers across our small sided and junior football environments to act as a reminder and reinforce positive sideline behaviour.
7. To promote the FAW coaches, players, and spectators codes of conducts.
8. To encourage all negative sideline behaviour to be reported to club safeguarding officers.
9. To encourage clubs to respond to concerns regarding negative sideline behaviour.

EXPECTATIONS:

Throughout this campaign, we encourage our small sided and junior football clubs and their members to meet the following expectations:

1. For clubs to acknowledge, support and promote the campaign.
2. For clubs, coaches, parents, spectators, and players to understand the importance of positive sideline behaviour and the benefits of a positive football environment.
3. For clubs to agree to implement a physical exclusion zone 5 yards from the pitch.
4. For clubs to implement codes of conducts for coaches, parents, spectators and players.
5. For coaches, parents, spectators, and players to understand the importance of reporting negative sideline behaviour and understanding the process to raise concerns.
6. For clubs to understand the importance of responding to concerns of negative-sideline behaviour.





EXPECTATION 1:

**ACKNOWLEDGE, SUPPORT,
& PROMOTE THE CAMPAIGN**



HOW CAN CLUBS ACKNOWLEDGE, SUPPORT & PROMOTE THE CAMPAIGN?

All small sided and junior football clubs in Wales are encouraged to acknowledge, support, and promote the Behind the Line, Behind the Team campaign within their club to achieve the following:

- All club members, such as coaches, spectators, parents, and players are aware of, and understand the key messages set out in the campaign.
- All club members understand what is expected of them with regards to sideline behaviour.
- All club members understand what unacceptable sideline behaviour is.

In order to promote and raise awareness of the campaign and its key messages, FAW Safeguarding advises clubs to complete any of the following options:

- Read and sign the Behind the Line, Behind the Team declaration
- Issue a statement of intent to support the campaign
- Promote the campaign on all club social media pages
- Send the video and resource pack to all coaches and parent group chats
- Print the resource pack and provide this to their members
- Encourage communication and discussions regarding positive sideline behaviour and eradicating negative sideline behaviour within the club
- Ensure the key messages are addressed on a regular basis
- The club safeguarding officer can use the campaign video and resource pack as an education tool for all club members



BEHIND THE LINE, BEHIND THE TEAM DECLARATION

This document is to verify that (insert club's name here) supports the Behind the Line, Behind the Team Campaign and will commit to the following:

- Our club will ensure that all members are made aware of the Behind the Line, Behind the Team campaign and understands its key messages
- Our club will work with our members to ensure they understand the importance of positive sideline behaviour and the benefits that a positive football environment will have on our young players
- Our club will implement a physical exclusion zone at training and matches
- Our club will implement the FAW Code of Conducts and request our members to read, acknowledge and sign the documents
- Our club will ensure our members understand the importance of reporting any negative sideline behaviour
- Our club will ensure concerns raised regarding negative sideline behaviour are taken seriously

By signing this declaration, you demonstrate that you understand these requirements.

*Please note this document must be signed and dated by the club Secretary and Club Safeguarding Officer.

Club Secretary

Name:

Signed:

Date:

Club Safeguarding Officer

Name:

Signed:

Date:

Please return the signed declaration form to safeguarding@faw.cymru and store a copy in your club records.





EXPECTATION 2:

**UNDERSTAND THE
IMPORTANCE OF POSITIVE
SIDELINE BEHAVIOUR**



SIDELINE BEHAVIOUR

For the purpose of this campaign, sideline behaviour refers to the behaviour shown by parents, coaches & spectators from the sidelines at small sided and junior football matches and training sessions throughout Wales.

POSITIVE SIDELINE BEHAVIOUR

The FAW expect all coaches, parents & spectators to be good role models and to display positive sideline behaviour at all times. Examples of positive sideline behaviour are:

- Ensuring enjoyment is the main priority
- Allowing children to make mistakes without being ridiculed
- Allowing children to make their own decisions
- Providing support, encouragement, and praise for all players on the field
- Ensuring striving to win, is more important than winning itself
- Staying calm and not getting emotionally involved
- Showing respect for others
- Showing respect for the match officials
- Putting the needs of the players first

BENEFITS OF A POSITIVE FOOTBALL ENVIRONMENT

Football can provide our young players with opportunity for enjoyment, development, and achievement and we hope that these players will continue to participate during their adult lives. The environments that are provided for our players from a young age will determine whether or not they benefit from their football experiences.

Some of our young players may go onto have a successful and fulfilled career within football. For others, football is solely something that brings passion to their lives and something they enjoy doing in their spare time.

Regardless of the aims and outcomes, football can develop skills that will help support our young players in the football environment but also through education and work outside of the football environment and in their later lives, some of which have been listed below:

- Football can help a child develop self-confidence through the achievement of tasks and by being out of their comfort zone.
- Football can help a child develop good social skills as they are placed in an environment where communication and listening skills are important and necessary.
- Football can help a child understand the importance of teamwork and provide them with the necessary skills to work well with others.
- Football can help children to learn to deal with, and overcome setbacks.
- Football can help a child learn the importance of discipline.



- Football can help a child learn respect as it's important that players show respect to their coaches, teammates, and match officials.
- Football can help a child develop leadership skills, such as learning to encourage, support or praise their teammates.
- Football can help a child meet new people and make friendships.
- Football can help a child feel a part of a group where they hopefully feel valued, encouraged, and supported.

Whilst this is not an exhaustive list of benefits of participating in football, it highlights that involvement in football can be hugely beneficial to a child's development when they are in the right environment.

A positive environment will result in positive outcomes and the Behind the Line, Behind the Team Campaign highlights that positive sideline behaviour is a crucial component to this.

NEGATIVE SIDELINE BEHAVIOUR

The FAW encourages all negative sideline behaviour to be reported. Examples of negative sideline behaviour are:

- Making winning the priority, rather than enjoyment
- Constantly shouting at a player for making mistakes
- Providing excessive instruction or coaching
- Parents constantly trying to coach and influence decisions
- Foul language
- Threats of aggression such as a parent arguing with a coach
- Lack of respect for decisions made, such as a coach or parent blaming the referee



CONSEQUENCES OF A NEGATIVE FOOTBALL ENVIRONMENT

Whilst a positive football environment can provide many benefits to our young players, a negative environment will create poor consequences such as:

- If a young player is constantly shouted at from the sidelines by their coach or parent for making a mistake, this may result in low self-esteem and low confidence.
- If a player experiences negative sideline behaviour on a regular basis, they may decide they no longer wish to participate in football.
- If too much pressure is put on a player from an early age, this may result in the player not meeting their full potential.
- If a player is under constant criticism or constantly made to feel embarrassed in front of their teammates, this may result in the child developing poor mental health.
- If a player is constantly ridiculed in front of others, this may result in the player developing fear of group environments.
- If a negative environment is created, this may result in players feeling isolated or not feeling a part of a team.
- If the right environment is not provided, this will result in not providing players with the best opportunity to enjoy their football or to develop.

Whilst this is not an exhaustive list, these are outcomes that the FAW certainly do not want our young players to experience or be subjected to.

Small sided and Junior football clubs should strive to eradicate any negativity from their environment as all young players have a right to a positive development, equal opportunity and the necessary support.



BEHIND THE LINE, BEHIND THE TEAM

(Insert club name) is in support of the FAW Behind the Line, Behind the team campaign and expect positive sideline behaviour from all of our members to ensure our young players are provided with a fun and positive environment in which they can have thrive and develop.

POSITIVE SIDELINE BEHAVIOUR



- Ensuring enjoyment is the main priority
- Allowing children to make mistakes without being ridiculed
- Allowing children to make their own decisions
- Providing support, encouragement, and praise for all players on the field
- Ensuring striving to win, is more important than winning itself
- Staying calm and not getting emotionally involved
- Showing respect for others

NEGATIVE SIDELINE BEHAVIOUR



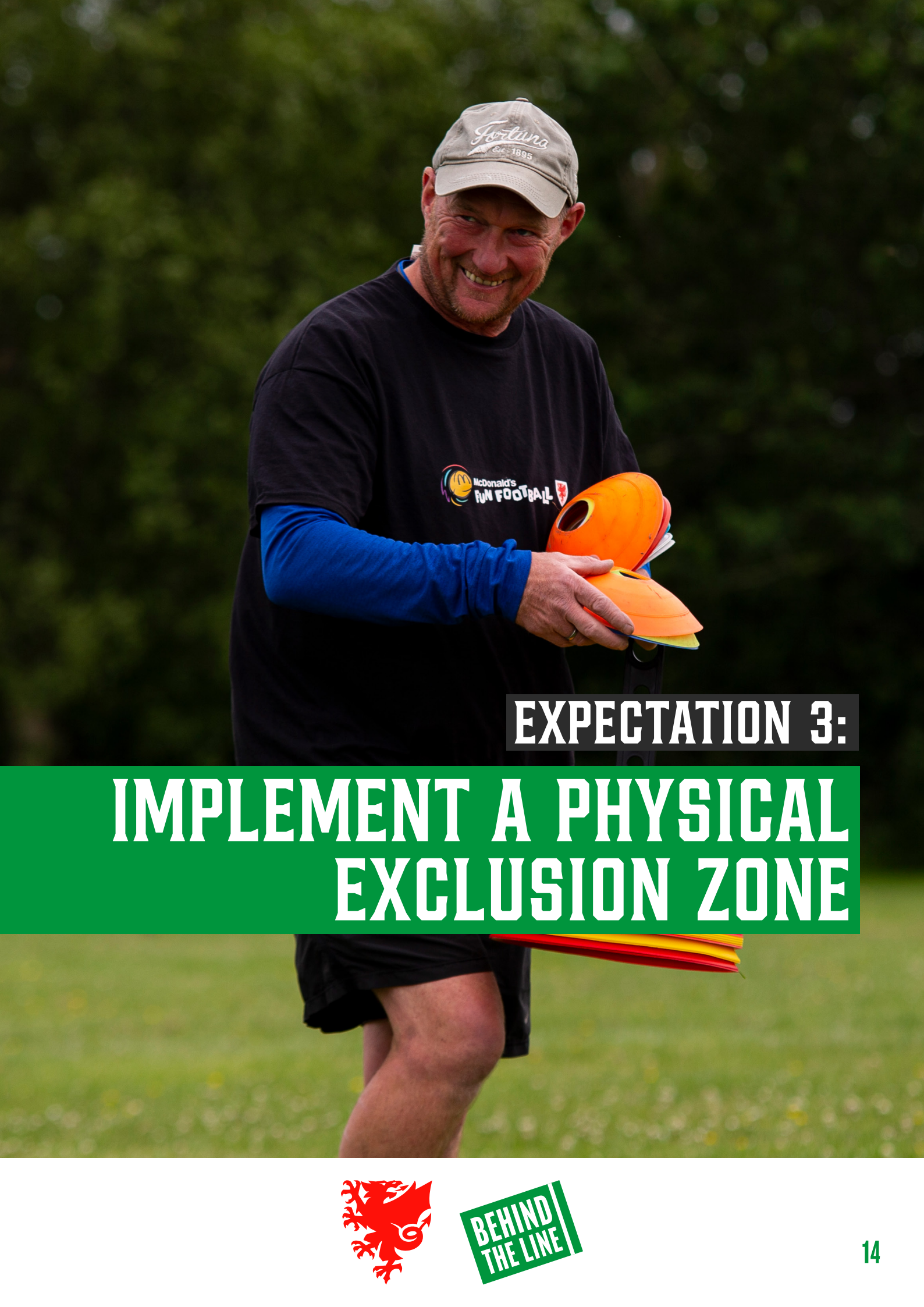
- Making winning the priority, rather than enjoyment
- Constantly shouting at a player for making mistakes
- Providing excessive instruction or coaching
- Parents constantly trying to coach and influence decisions
- Foul language
- Threats of aggression such as a parent arguing with a coach
- Lack of respect for decisions made, such as a coach blaming the referee

Our club do not condone negative sideline behaviour and encourage our members to report instances of negative sideline behaviour to our club safeguarding officer to enable the club to look into this further:

Name: Insert name of club safeguarding officer

Contact details: Insert email address





EXPECTATION 3:

IMPLEMENT A PHYSICAL EXCLUSION ZONE



PHYSICAL EXCLUSION ZONE

Clubs are encouraged to implement a physical exclusion zone to create a dedicated supporter's zone and serve as a reminder not to overstep the boundaries, both physically and psychologically.

WHERE?

Clubs are encouraged to implement a physical exclusion zone at least 5 yards from the sideline.

WHEN?

Clubs are encouraged to implement a physical exclusion zone during:

- Games
- Training sessions

HOW?

A physical exclusion zone can be implemented using the following:

- Cones
- String
- A painted line
- Pop up barriers

POTENTIAL CHALLENGES

- Not enough space on the sideline of the pitch – we advise that the club request parents and spectators to watch from outside the facility boundaries if possible
- The physical exclusion zone is ignored- we advise that those ignoring the zone are given reminders and if this does not work, to report this to the Club Safeguarding Officer who can further investigate.
- Club members do not feel it's necessary- whilst we understand this may be the case for some club members, a visual reminder can prevent negative situations arising.





EXPECTATION 4:

IMPLEMENT CODES OF CONDUCTS



CODES OF CONDUCTS

The FAW Safeguarding Team have developed Codes of Conducts that outline the expected standard of behaviour for different demographics within the football environment. These Codes of Conducts support the aims of the Behind the Line, Behind the Team campaign in providing a positive environment for our young players.

FAW Safeguarding have developed a code of conduct for the following:

- Parents, Guardians & Spectators
- Coaches, Managers & Volunteers
- Players

It is advised that these codes of conducts are implemented:

- During the recruitment and induction process as this will ensure all individuals involved in the club understand what is expected of them from the start.
- At the start of every season as this can ensure that those involved in the club are reminded of the club expectations from season to season and to ensure standards do not slip, rather the standards continue to improve.
- As and when a reminder of standards of behaviour is necessary. For example, If a concern regarding an individual's conduct is raised, their Code of Conduct can be referenced to remind, educate or take the necessary action to improve behaviour and eradicate negative behaviour.

It is important that:

- Everyone involved in the club reads through their Code of Conduct and understands what is expected of them.
- The club communicates the Codes of Conducts effectively to prevent any confusion.
- The Codes of Conducts are adhered to at all times.
- Situations where an individual does not adhere to a Code of Conduct, the club addresses the matter appropriately to prevent an incident from happening again.

Please note all Codes of Conducts have been provided within this section of this document to enable clubs to access, adopt and implement. Clubs are advised to read and amend the Codes where they feel is necessary to create a positive culture within their club.





PARENTS, GUARDIANS & SPECTATORS CODE OF CONDUCT



(Please insert name) fully supports the Football Association of Wales Safeguarding policy, practices and procedures and acknowledges that football parents, guardians and spectators have a fantastic opportunity to be a positive role model for the young players involved. We all have a responsibility to ensure that everyone involved in football finds it to be a fun, safe and positive experience.

Please show your support for FAW Safeguarding by signing the below declaration. By signing the code of conduct you demonstrate that you understand the following conditions.

PARENTS, GUARDIANS AND SPECTATORS ARE EXPECTED TO:

- Show exemplary behaviour by respecting and appreciating match officials, opposition players, coaches, managers, and spectators.
- Deliver and collect your child punctually before and after training, matches and club events.
- Support and motivate all players, including the opposition, and encourage your child to do the same.
- Encourage your child to obey the laws of the game and teach them that they can only do their best.
- Never publicly criticise, ridicule or embarrass any children.
- Ensure your child has kit and clothing appropriate to the environment and weather conditions.
- Ensure that proper sportswear and protective kit are provided and worn.
- Disclose any medical concerns or changes in medical conditions to the Club Safeguarding Officer and the Team Manager.
- Not place unnecessary pressure on your child or push them into activities they do not want to do. Applaud effort and good play.
- Not to interfere with coach instructions and not to confuse the players by telling them what to do.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Accept that striving to win is more important than winning itself.
- Respect the decisions of the match officials.
- Ensure that your child has read and understood their Code of Conduct.
- Not to post anything inappropriate, or negative on social media which may bring the game into disrepute.
- Display high standards, behave responsibly and never engage in or tolerate the use of foul, abusive, insulting or inappropriate words, behaviour or gestures.
- Get Behind the Line and not enter the field of play without prior permission from the referee.
- Make football fun.

NAME:

SIGNED:

DATE:





COACHES, MANAGERS & VOLUNTEERS CODE OF CONDUCT



(Please insert name) fully supports the Football Association of Wales Safeguarding Policy, Practices and Procedures and acknowledges that football coaches, managers and volunteers have a fantastic opportunity to be a positive role model for the young players involved. We all have a responsibility to ensure that everyone involved in football finds it to be a fun, safe and positive experience.

Please show your support for FAW Safeguarding by signing the below declaration. By signing the code of conduct you demonstrate that you understand the following conditions.

COACHES, MANAGERS & VOLUNTEERS ARE EXPECTED TO:

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, and using safe methods at all times.
- Undertake a DBS check every 3 years, or as required, and complete registration on the COMET system.
- Consider the wellbeing and safety of participants before the development of performance. Child welfare must always be the paramount consideration.
- Show exemplary behaviour by respecting match officials, opposition players, coaches, managers and spectators.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all players equally by supporting and motivating all players. Have no favourites.
- Give all players, whatever their ability, the chance to play.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all players and not over-train them.
- Accept that striving to win is more important than winning itself.
- Always pursue fair play – adhere to the laws and the spirit of the game.
- Be positive, approachable and offer praise to promote the objectives of the club at all times.
- Display high standards, behave responsibly and never engage in or tolerate the use of foul, abusive, insulting or inappropriate words, behaviour or gestures.
- Get Behind the Line and not enter the field of play without prior permission from the referee.
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures & parents/guardians to be informed.
- Never use sanctions that humiliate or harm players.
- Organise activities appropriate to the player's ability level, age and maturity.
- Respect and listen to the opinions of players.



- Not to post anything inappropriate, or negative on social media which may bring the game into disrepute.
- Refrain from smoking or drinking alcohol during club activities or training sessions
- Be aware of the FAW Safeguarding Policy, Practices & Procedures and observe the responsibilities involved, including the FAW Communication Guidelines.
- Not abuse members physically, emotionally, or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about sensitive information.
- Not spending excessive amounts of time alone with children unless there are exceptional circumstances.
- Not administering First Aid involving the removing of children's clothing unless in the presence of others.
- Hold appropriate and valid qualifications and insurance cover.

NAME:

SIGNED:

DATE:





PLAYERS

CODE OF CONDUCT



(Please insert name) fully supports the Football Association of Wales Safeguarding Policy, Practices and Procedures.

Please show your support for FAW Safeguarding by signing the below declaration. By signing the code of conduct you demonstrate that you understand the following conditions.

PLAYERS ARE EXPECTED TO:

- Show exemplary behaviour by respecting and listening to match officials and your coaches.
- Show respect to your opponents and shake their hands after each game.
- Accept responsibility for your own performance and behaviour.
- Treat all fellow players equally.
- Be friendly and welcoming to new players.
- Not bully or make anyone feel unhappy or sad.
- Encourage, support and co-operate with your team-mates.
- Tell someone you trust about inappropriate or risky behaviour or if something makes you unhappy or uncomfortable.
- Take care of equipment owned by the club.
- Not discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability. Respect other people.
- Not take part in rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all players.
- Not get involved in peer pressure and push others to do something they do not want to do.
- Accept that striving to win is more important than winning itself.
- Always pursue fair play – stick to the laws and the spirit of the game.
- Be positive, approachable and offer praise to promote the objectives of the club at all times.
- Display high standards, behave responsibly and never use foul, abusive, insulting or inappropriate words, behaviour or gestures.
- Respect and listen to the opinions of fellow players.
- Not to post anything nasty on social media which may bring the game into disrepute.

NAME:

SIGNED:

DATE:





EXPECTATION 5:

REPORTING NEGATIVE SIDELINE BEHAVIOUR



REPORT CONCERNS OF NEGATIVE SIDELINE BEHAVIOUR

The Football Association of Wales takes its legal and moral duty to protect and safeguard children very seriously. To assist us to undertake our duty, we ask that those all personnel involved in the game respond to, record, and report any concerns they may have with regards to the welfare of a child.

It is compulsory for all small sided and junior football clubs to have a registered Safeguarding Officer in place to manage or provide guidance on Safeguarding concerns or queries. In support of our Behind the Line, Behind the Team campaign we encourage any concerns of negative sideline behaviour to be reported in writing to the Club Safeguarding Officer as soon as possible to enable this to be investigated further. We advise all Safeguarding Officers to request the following information when an individual is submitting a complaint:

- What, when and where it took place
- Any witnesses and the relevant contact details
- If any former complaints have been made and to whom they were made
- Expectations as to the preferred solution for the matter

WHY REPORT NEGATIVE SIDELINE BEHAVIOUR?

We encourage concerns of negative sideline behaviour to achieve the following:

- To ensure that the welfare of young players is the priority
- To ensure that any individual involved in a club that is not adhering to their code of conduct can be made aware that their behaviour on the sideline is unacceptable and not in the best interest of the players involved, nor does the behaviour meet the FAW/ club expectations with regards to sideline behaviour.
- Enables the club to take the necessary action to eradicate negative sideline behaviour, such as reminding the individual of their code of conduct, request an individual to complete education such as the FAW Safeguarding Award, issue a written warning etc.
- Enables the club to keep records of any concerns and to ensure that if there is a clear pattern of poor behaviour, the club are in a position where they can take further action.



HOW CAN CLUBS ENCOURAGE INDIVIDUALS TO REPORT NEGATIVE SIDELINE BEHAVIOUR

Clubs can encourage all members to report negative sideline behaviour by ensuring the following:

- Ensure the club has an open-door policy and is approachable to enable all members to feel like they can submit any concerns
- Ensure that the Club Safeguarding Officer is promoted within the club, such as providing this information to coaches, parents, and players at the start of the season. If there is a change in Safeguarding Officer, ensure this is communicated throughout the club.
- Ensure the expected standards of behaviour are communicated effectively so members understand what behaviour is unacceptable and therefore should be reported.
- Implement a club complaints procedure and communicate this to all members to ensure there is a clear process. (an example complaints procedure has been included in this section)
- Ensure all members are aware of the FAW Incident Reporting Form.
- Promote the FAW Safeguarding Policy which provides information on recognising poor practice and abuse and responding to concerns, allegations, suspicions, and disclosures.

WHEN SHOULD A CONCERN BE ESCALATED?

In line with the FAW Safeguarding Policy, Practices and Procedures, any conduct warranting a serious concern, such as a concern of abuse must be reported to the FAW as soon as possible to enable a member of the FAW Safeguarding Team to advise further.

If an individual is not happy with how a concern has been dealt with or wished to appeal a decision, this can be escalated to the League, Area Association and if necessary, to the FAW.

We advise all clubs to remind individuals that it is not an individual's responsibility to investigate a concern, however it is their responsibility to report it.

All information regarding what constitutes a serious concerns or abuse can be found in the FAW Safeguarding Policy.

SPEAK UP

Staff, volunteers, coaches, match officials, parents, or players may be the first to have concerns about a child's safety and welfare. However, they may be reluctant to express their concerns as speaking up may be difficult. They may also fear harassment or victimisation. In these circumstances it may seem easier to ignore the concern rather than report. When individuals feel unable to follow the normal reporting procedures or have already followed the procedures and consider that the issues have not been adequately addressed, they are encouraged to contact the FAW Safeguarding Team for further support.



CLUB COMPLAINTS AND DISCIPLINARY PROCEDURES

If you feel that you have suffered discrimination or that a club rule, policy or code of conduct has been breached, the following should guide you with regards to next steps:

HOW DO I SUBMIT A COMPLAINT?

- If you have a safeguarding concern, please submit this in writing to your Club Safeguarding Officer & the Committee.

WHAT SHOULD I INCLUDE IN MY COMPLAINT?

- What, when and where it took place
- Any witnesses and the relevant contact details
- If any former complaints have been made and to whom they were made
- Expectations as to your preferred solution for the matter

WHAT SHOULD HAPPEN?

- The Club should request any necessary further information in writing
- The Club should then offer parties the chance to attend a Personal Hearing and appoint a Panel for this
- The Panel could reach a variety of outcomes, including but not limited to:
 - No further action
 - Order to complete further training
 - Verbal warning
 - Written warning
 - Exclusion from a prescribed number of matches
 - Exclusion from a prescribed number of training sessions
 - Removal from team for a prescribed time
 - Refusal of re-registration

FOLLOWING THE DECISION

- The decision of the Club should be communicated in writing to all relevant parties within ____ days of the conclusion of the investigation.
- Parties should be offered the Right of Appeal to the decision, in writing, to the junior league within ____ days as of the date of the decision.

Please note that to undertake an effective investigation, it may be necessary to suspend of place restrictions upon an individual's involvement. This is not an assumption of guilt.

In the first instance, please direct your concern to your Club Safeguarding Officer:

NAME:

EMAIL:

MOBILE NO:

If you are unsure of the rules and regulations, please contact your Area Association for further advice and guidance



ACCIDENT/INCIDENT REPORTING FORM

In the event of an accident, the following procedure should be followed by the organisation:

- Fill in 2 copies of the Accident/Incident reporting form for ALL accidents/incidents.
- Make contact with parents/guardians of the child or children concerned and provide them with a copy of this form.
- Place 1 copy of the form in the accident/incident book.
- Forward 1 copy to designated person for record keeping/action required.
- Contact emergency services/GP if required.
- Record in detail all facts surrounding the accident, witness's etc.
- Any further action.
- Sign off on any action required from senior individual within the organisation.

NAME OF ORGANISATION:

Coach in attendance:	
Address:	
Telephone Number:	
Email Address:	

INJURED PERSON INFORMATION

Name of individual:	
Address:	
Telephone Number:	
Gender:	

INCIDENT/ACCIDENT DETAILS- TO BE COMPLETED BY ORGANISATION PERSONNEL & SHARED WITH RELEVANT PARTIES E.G. PARENTS/GUARDIANS AND MEDICAL STAFF IF NECESSARY

Date of incident/accident:		Time of incident/accident:	
Date & time reported:		Reported by:	
Where did the accident/incident take place?			

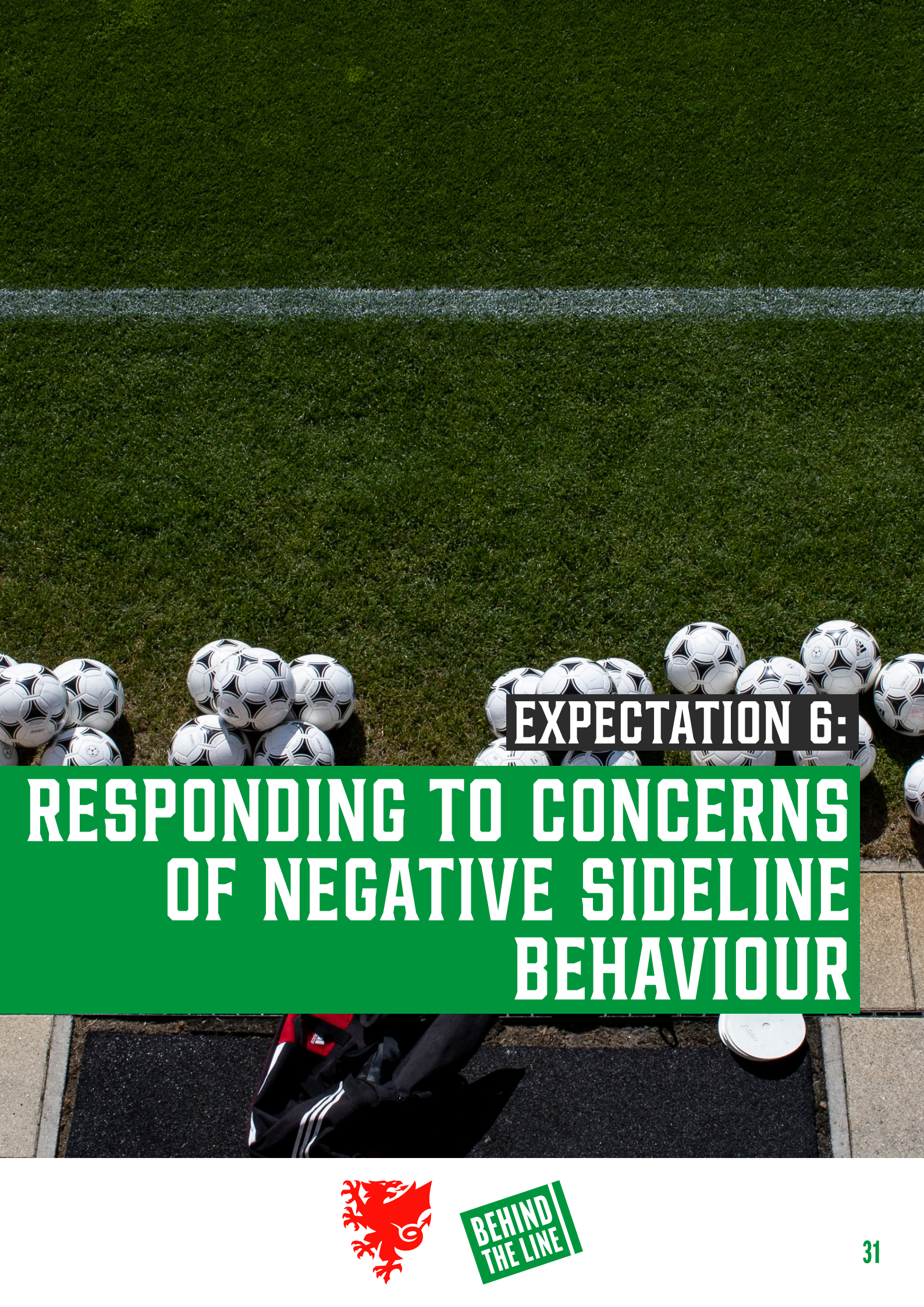


Details of Injury:
How did it happen?
Did anyone witness the accident or incident? If so, please provide their contact information below:
Name of witness: Address: Contact Number: Email Address:
Name of witness: Address: Contact Number: Email Address:
Was first aid administered? If so, please detail what this entailed and by whom it was provided:
Was further medical intervention required? If so, please provide details.

I CONFIRM THAT THE INFORMATION CONTAINED WITHIN THIS DOCUMENT IS ACCURATE AND CORRECT

Form completed by: (PRINT NAME)	Signature:
Date	Is further action required? If so, please detail what and who is responsible.
signature of parent/guardian:	
Is a safeguarding referral necessary? If so, please complete the SG1 incident referral form and forward to relevant parties e.g. police, social services, FAW Safeguarding.	
Has the young person returned to the organisation?	
Signed by senior individual:	Full name:
Role within organisation:	





EXPECTATION 6:

RESPONDING TO CONCERNS OF NEGATIVE SIDELINE BEHAVIOUR



RESPONDING TO CONCERNS

In support of the Behind the Line, Behind the Team Campaign, we ask that all small sided and junior football clubs investigate any concerns of negative sideline behaviour appropriately to eradicate this from their football environment.

To ensure the complaint is looked into appropriately, as stated in our Complaints and Disciplinary Procedures document, we advise all clubs to:

- Request any necessary further information in writing
- The Club should then offer parties the chance to attend a Personal Hearing and appoint a Panel for this
- The Panel could reach a variety of outcomes, including but not limited to:
 - No further action
 - Order to complete further training
 - Verbal warning
 - Written warning
 - Exclusion from a prescribed number of matches
 - Exclusion from a prescribed number of training sessions
 - Removal from team for a prescribed time
 - Refusal of re-registration
- Following the decision of the Club should be communicated in writing to all relevant parties within ____ days of the conclusion of the investigation.
- Parties should be offered the Right of Appeal to the decision, in writing, to the junior league within ____ days as of the date of the decision.

AVAILABLE SUPPORT TO DEAL WITH CONCERNS

If a club requires guidance of support in order to deal with a concern, the following can be contacted:

- League Safeguarding Officer
- Area Association Safeguarding Officer
- FAW Safeguarding Team



**THANK YOU FOR SUPPORTING THE BEHIND THE LINE,
BEHIND THE TEAM CAMPAIGN.**

**IF YOU REQUIRE FURTHER GUIDANCE OR SUPPORT,
PLEASE CONTACT THE FAW SAFEGUARDING TEAM:**

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