



Swindon Supermarine Football Club

Welfare & Safeguarding Policies 2025/26



Swindon Supermarine Football Club.

Club Contacts 2025/26

Chairman: Jez Webb

Vice Chairman: Keith Yeomans

CEO: Martin Palmer

Director & Supermarine Land Limited Secretary: Alan Fletcher

Director & President: Steve Moore

Women's Team Contact: Kerry Walklett

Fixtures & Football Secretary: Keith Yeomans

Board Safeguarding Champion: Alan Fletcher

Club Welfare Officer: Matt Roberts

Clubhouse: Keith Yeomans

Committee: Nick Taylor

Social Media Team & Press Officer: Alex White

Groundsman & Facilities: Mike Ash, Swindon Dave, Doug Chancellor, Jim Thorne



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To All Players, Staff, Volunteers, and Supporters,
Subject: Safeguarding & Welfare Policy Updates

Dear All,

I hope this letter finds you well. As Chairman of Swindon Supermarine Football Club, I want to take this opportunity to update you on the significant steps we are taking to strengthen our safeguarding and welfare policies in line with the requirements for clubs at **Step 4 of the National League System**.

The safety and wellbeing of everyone associated with our club—especially our young players and vulnerable individuals—are of the utmost importance. As part of our commitment to maintaining the highest safeguarding standards, we have recently **reviewed and updated our welfare policies and procedures** to ensure they align fully with **The FA's Safeguarding Framework** and **National League regulations**.

Some of the key areas we have been working on include:

- Strengthening our **Safeguarding Policy** to provide clear guidance for all club members.
- Ensuring our **Club Welfare Officer (Adult Teams)** is visible, accessible, and properly supported.
- Implementing robust **Safer Recruitment practices**, including **DBS checks** and **safeguarding training** for all relevant staff and volunteers.
- Updating our **Matchday Safeguarding Plan** to ensure a safe environment for all players, staff, and spectators.
- Enhancing our **Reporting Procedures** to make it easier for any concerns to be raised and addressed promptly.

We are fully committed to meeting and exceeding the welfare requirements expected of us at Step 3, and we appreciate the collective effort from our players, staff, and supporters in ensuring that Swindon Supermarine remains a safe, inclusive, and welcoming club for all.

In the coming months, we will continue to **implement best practices, monitor our progress, and provide updates** as we work towards full compliance. If anyone has any concerns or questions regarding welfare and safeguarding within the club, please do not hesitate to contact our **Club Welfare Officer** or any member of the committee.

Thank you for your ongoing support in making Swindon Supermarine Football Club a safe and professional environment for all.

Yours sincerely,

Chairman
Swindon Supermarine Football Club



U18 Parental and Medical Consent Form

1 Name of Child

2 Date of Birth

3 Home Address

.....

Telephone Number(s) where Parent/Guardian may be contacted

Home Mobile.....

Work Neighbour/Friend

In the event of an emergency, it is important that the person in charge of the group has the necessary information about any medical condition which could affect the treatment of your child. **All information requested will be treated in strict confidence**, and will not necessarily prejudice the inclusion of your child in the activity. It is in the interests of your child that full and accurate information should be given.

Recent surgery for Date

Any known allergy to medicine (e.g. penicillin).....



U18 Data Privacy

In order to run Swindon Supermarine Football Club, we will collect and store personal information you submit within The FAs Whole Game system, and Harland Direct Debit Service. The Club's privacy policy can be found on our Facebook page, or from any Committee member.

U18 Parental Consent Form for Whole Game System

1 Name of Child.....

2 Date of Birth.....

3 Home Address.....

.....

Telephone contact

Declaration

As the Parent / Guardian of I consent to SSFC using all required information to ensure the Whole Game System is maintained with player details and is subsequently kept up to date.

Name Parent/Guardian

Address Parent/Guardian

DoB Parent/Guardian

Email address Parent/Guardian

Signature Date

For information: The Whole Game System is now the official online tool used to register all players with the FA, Wiltshire FA and Southern League.



U18 Parental Consent Form for Video/Photographs

1 Name of Child

2 Date of Birth

3 Home Address

.....

Telephone Contact

Declaration

As the Parent / Guardian of I consent to them being part of any Club photographs or official video within SSFC either during a match (including Your Sport & Supermarine Social Media sites), training for publication, social media advertisement or display.

Name Parent/Guardian

Signature.....Date.....



Swindon Supermarine Youth Football Club.

RESPECT CODE OF CONDUCT **U18 Players & First Team Players**

It is important everyone behaves themselves when playing football.

As a player, you have a big part to play. That's why The FA is asking every player to follow a Respect Code of Conduct.

When playing football, I will:

- Always play to the best of my ability and for the benefit of my team.
- Play fairly – I won't cheat, dive, complain or waste time.
- Respect my team-mates, the other team, the referee or my coach/manager.
- Play by the rules, as directed by the referee.
- Be gracious in victory and defeat – I will shake hands with the other team and referee before or at the end of the game.
- Listen and respond to what my coach/team manager tells me.
- Understand that a coach has to do what is best for the team and not one individual player.
- Talk to someone I trust or the Club welfare officer if I'm unhappy about anything at my Club.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my Club, County FA or The FA:

I may:

- Be required to apologise to my team-mates, the other team, referee or team manager
- Receive a formal warning from the coach or the Club committee
- Be dropped or substituted
- Be suspended from training
- Be required to leave the Club

In addition:

- My Club, may make my parent or carer aware of any infringements of the Code of Conduct.
- The FA/County FA could impose a fine and suspension against my Club.

Name of Player

Signature Date



Swindon Supermarine Football Club.

RESPECT CODE OF CONDUCT **Team Manager & Coaches**

We all bear a collective responsibility to set a good example and help provide a positive environment in which Players can learn and enjoy the game. Play your part and observe The FA's Respect Code of Conduct at all times.

On and off the field, I will:

- Use my position to set a positive example for the people I am responsible for
- Show respect to others involved in the game including match officials, opposition players, coaches, managers, officials and spectators
- Adhere to the laws and spirit of the game
- Promote Fair Play and high standards of behavior
- Respect the match official's decision
- Never enter the field of play without the referee's permission
- Never engage in, or tolerate, offensive, insulting or abusive language or behavior
- Be aware of the potential impact of bad language on other participants, facility users or neighbours
- Be gracious in victory and defeat

When working with players, I will:

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Never engage in or tolerate any form of bullying
- Ensure all activities I organise are appropriate for the players' ability level, age and maturity
- Co-operate fully with others in football (e.g. officials, doctors, physiotherapists, welfare officers) for each player's best interests

I understand that if I do not follow the Code, any/all of the following actions may be taken by my Club, County FA or The FA:

I may be:

- Required to meet with the Club, league or County Welfare Officer
- Suspended by the Club from attending matches
- Suspended or fined by the County FA
- Required to leave or be sacked by the Club

In addition:

- My FA Coaching License may be withdrawn
- All fines imposed by the Wilts FA/NWYFL will be reimbursed to the Club

Name of Team Manager/Coach:.....

Signature Date.....



Swindon Supermarine Football Club.

RESPECT CODE OF CONDUCT **Spectators & Volunteers**

We all bear a collective responsibility to set a good example and help provide a positive environment in which children can learn and enjoy the game.
The Southern League is supporting The FA's Respect program to ensure football can be enjoyed by everyone in a safe and positive environment.

Play your part and observe The FA's Respect Code of Conduct for spectators at all times.

I will:

- Remember that children play for FUN.
- Applaud effort and good play as well as success.
- Respect the Referee's decisions even when you don't agree with them
- Appreciate good play from whatever team it comes from
- Remain behind the touchline and within the designated Spectators' area (where provided)
- Let the coaches do their job and not confuse the players by telling them what to do
- Encourage the players to respect the opposition, referee and match officials
- Support positively. When players make a mistake offer them encouragement not criticism
- Never engage in, or tolerate, offensive, insulting, or abusive language or behavior.

I understand that if I do not follow the Code, any/all of the following actions may be taken by my Club, County FA or The FA:

I may be:

- Issued with a verbal warning from a Club or league official
- Required to meet with the Club, league or CFA Welfare Officer
- Required to meet with the Club committee
- Obligated to undertake an FA education course
- Obligated to leave the match venue by the Club
- Requested by the Club not to attend future games
- Suspended or have my Club membership removed
- Required to leave the Club along with any dependents

In addition:

- The FA/County FA could impose a fine and/or suspension on the Club which I agree to reimburse the Club.

Name of Spectator(s)/Volunteer(s).....

Signature Date.....



Swindon Supermarine Football Club.

Welfare And Safeguarding Policies

1. Safeguarding Children Policy

Swindon Supermarine Football Club is committed to safeguarding the welfare of all children involved in football. We adhere to The FA's Safeguarding Children Policy and Procedures, ensuring a safe and inclusive environment for all under-18s. This includes:

- Appointing a **Club Welfare Officer** responsible for child safeguarding.
- Ensuring all coaches and volunteers complete **FA-approved safeguarding training**.
- Implementing **DBS checks** for all relevant personnel.
- Providing clear **reporting procedures** for safeguarding concerns.

2. Adults at Risk Policy

We are committed to protecting adults at risk within our club. This includes:

- Recognising and responding to signs of **abuse, neglect, or exploitation**.
- Appointing a **Designated Safeguarding Lead** for vulnerable adults.
- Implementing clear **codes of conduct** for interactions with adults at risk.
- Providing accessible reporting mechanisms for concerns.

3. Social Media Use Policy

To promote responsible online engagement, we have established the following:

- Club officials, players, and staff must **use social media responsibly**.
- No sharing of **offensive, discriminatory, or abusive content**.
- Coaches and staff should not engage in **private messaging with U18s**.
- All official club communications must be conducted via **approved channels**.

4. Use of Photograph and Filming Policy

Photography and filming at club events must adhere to FA guidelines:

- Written **parental consent** is required for photographing/filming U18s.
- No **unauthorised live streaming** of matches or training.
- Club photographers must **follow safeguarding protocols**.
- Images must not include personal details of young players.



Swindon Supermarine Football Club.

Welfare And Safeguarding Policies

5. Anti-Bullying Policy

Swindon Supermarine FC adopts a zero-tolerance stance on bullying:

- Any **reports of bullying** will be investigated thoroughly.
- **Support measures** will be provided to victims.
- Clear **disciplinary actions** will be taken against perpetrators.
- Encouraging a **culture of respect** among players, staff, and supporters.

6. Code of Conduct and Acceptable Behaviour Policy

All club members must adhere to the **FA Respect Code of Conduct**:

- Respect for **teammates, coaches, referees, and opponents**.
- Zero tolerance for **violent, aggressive, or discriminatory behaviour**.
- Clear **sanctions for breaches** of conduct.
- Annual signing of the **Code of Conduct** by all players and staff.

7. Equality, Diversity, and Inclusion Policy

We are committed to providing an environment where everyone is treated fairly:

- No discrimination based on **race, gender, religion, disability, or sexual orientation**.
- Promotion of **inclusivity** within all club activities.
- Reporting and disciplinary actions against **any discriminatory behaviour**.

8. Managing Challenging Behaviour Policy

To ensure positive engagement, we will:

- Train staff to **de-escalate conflicts** appropriately.
- Implement **behaviour management strategies**.
- Clearly communicate **expected behaviour standards**.
- Offer **support and guidance** to players struggling with behavioural issues.



Swindon Supermarine Football Club.

Welfare And Safeguarding Policies

9. Matchday Safeguarding Plan

To maintain a safe matchday environment:

- Clearly defined **roles and responsibilities** for matchday staff.
- **Safeguarding checks** on all volunteers working with U18s.
- Procedures for handling **lost children or safeguarding concerns**.
- Safe and controlled **access to restricted areas**.

10. Data and Information Sharing Policy

To protect personal data, we ensure:

- Compliance with **UK GDPR and Data Protection Act**.
- Secure storage and handling of **player and staff information**.
- Restricted access to sensitive information.
- Guidelines on **appropriate information sharing** within legal parameters.

11. Complaints Policy

A transparent complaints process is in place:

- Concerns should be **reported to the relevant club official**.
- Complaints will be **investigated promptly and fairly**.
- An appeals process is available if **resolution is not satisfactory**.
- Confidentiality is maintained throughout the complaints process.

These policies are reviewed annually to ensure compliance with **FA, National League, and safeguarding standards**. For any queries, please contact the **Club Welfare Officer**