



**Forth Valley Football Development Association
Children's Development League**



**CHILDREN'S HAND BOOK
SEASON 2009-2010**



Forth Valley Football Development Association Children's Development League



FVFDA is sponsored by

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www.forthvalley.leaguerepublic.com



Forth Valley Football Development Association Children's Development League



Introduction

Various FVFDA documents can be viewed / downloaded from the Association web site:

www.forthvalley.leaguerepublic.com

The Forth Valley Football Development Association is committed towards providing opportunities for children to participate in football in an environment that fosters fair play, participation and player and coach development.

The aim of the children's programme will be to:

- Promote the small-sided game for boys and girls as set out by the Scottish Football Association, Football Development Department.
- Provide a clear pathway for players, coaches and member clubs to develop along from 9's to 12's, and onto youth football.

This booklet is produced as part of the Forth Valley Football Development Association (Children's Section) strategy to ensure that you have awareness and knowledge of the league's aims, ethos, code of conduct and match rules.

The Aims

The aim of the association is as follows:

- To encourage the participation in and enjoyment of children's' football for all, irrespective of race, colour or religion.
- To promote the ethos of co-operation, respect for others, loyalty, self discipline and the need for teamwork.
- To develop the skills and fitness of young people playing football, irrespective of ability, through a modified game.
- To provide a positive developmental environment for children to play football.
- To promote sportsmanship and fair play in young footballers.
- To foster personal responsibility by all players, coaches and parents.

The Forth Valley Football Development Association shall endeavour to promote these values and will work closely with any other organisations that have similar aims.



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Age Groups

The Forth Valley Football Development Association recommends that all youths play at an age group appropriate to their physical development and ability. The safety of players and their opponents however must be the over-riding consideration when deciding which age group is most appropriate for players to play in. The Association strongly recommends that clubs ensure all children are playing at an appropriate level. The following guidance is given by the Forth Valley Football Development Association age groups:

- Teams will be formed according to the players' year of birth.
- Coaches may decide, subject to a player's development and ability, to play some players above* the appropriate year of birth.
- *In making this decision, coaches must ensure that these players do not play in a league where, due to their physical size and development, they put either themselves and/or other players at an unacceptably high risk of physical injury.

12's Age Group (players born on or after 01.01.98)

11's Age Group (players born on or after 01.01.99)

10's Age Group (players born on or after 01.01.00)

9's Age Group (players born on or after 01.01.01)

Any abuse of the above guidelines for the sole purpose of gaining an advantage will be viewed very seriously by the Committee and may result in the expulsion of the team and the coach from the association.

The Association's disciplinary committee will deal with all matters on a monthly basis. SYFA guide lines will always be adhered to. For a copy of the SYFA Guide lines/procedures please visit www.scottishyouthfa.co.uk

The venue Co-ordinator or Match Supervisor controlling the games has been instructed to monitor the situation with regard to overage players and to report findings through the monitoring forms.

In special circumstances where a player is clearly physically or technically disadvantaged in a particular age category, dispensation may be made to play an overage player. All requests to play an overage player MUST be made in writing to the FVFDA secretary. The FVFDA executive committee will decide the outcome of all such requests. Permission must be received before a player participates any match in which he is deemed as overage.

***NOTE**

Teams registering as full members of the Scottish Youth Football Association are not permitted to include overage players under SYFA Rules and Constitution.



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The Season

The association is committed to introducing summer football at all ages. There is however some way to go before this can be fully integrated into the association. We are therefore recommending all teams have a lengthy break during the main winter period.

The season will be split into two periods each containing 15 match days.

1. From Saturday 22 August 2009 until Saturday 12 December 2009
2. From Saturday 13 February 2010 until Saturday 19 June 2010

There will also be a festival for all age groups during the second period.

Full list of holiday dates and league diary can be found

@ www.forthvalley.leaguerepublic.com

Festivals

Teams organising a festival or participating in a festival must have written permission from the Forth Valley Football Association and a permit from the SYFA.

Failure to obtain permission will result your team being cited to appear before the FVFDA Discipline Committee.

Your SYFA insurance will be invalid should you participate without the permission of the FVFDA.

Registration of Players

- All teams at children's level (10`s – 12s) must register details of their players with the FVFDA.
- Any player registered with a FVFDA team should not be approached directly or indirectly by another FVFDA team under any circumstance.
- A player can only register with one FVFDA team at any one time.
- A player registered with a FVFDA team has the right to move to another FVFDA team provided he has the permission of his team to do so.

Clubs can play up to a maximum of 4 un-registered players in any game.



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The Rules

10s to 12s Age Groups

Rules for Soccer 7's and Fun Fours should be kept to a minimum. The following rules should be promoted actively by all players, coaches and parents involved in the Forth Valley Football Development Association.

The Rules

- 1) A nominated member from each team named as the Match Supervisors shall 'officiate' the match on a one half basis or as agreed by the two clubs.

- 2) The duration of the games shall be as follows:

10's - 20 minutes each way

11's - 20 minutes each way

12's - 25 minutes each way

The venue co-ordinator will be responsible for starting and finishing ALL matches. The co-ordinator has the right to reduce the duration of games as required, in order to ensure we do not exceed our allocated times at venues we use.

A 5-minute interval shall be allowed for all age groups.

Flexibility should prevail and team leaders and co-ordinators should use common sense in the event of bad weather and alter the times accordingly.

- 3) Each team must start each game with **no more** than seven players. Under **no** circumstances should this number of players be exceeded. Teams failing to adhere to this rule will be subject to FVFDA discipline procedures.
- 4) Goalkeepers may kick or throw the ball out. In an attempt to prevent long passes prevailing they are restricted to passes in their own half of the pitch. Goalkeepers will restart the game with a goal-kick following the ball exiting play via the bye-line.
- 5) Goalkeepers attempting to gather the ball by hand may not be challenged.
- 6) The offside law shall not apply.
- 7) Throw-ins will be used to restart the game from the sidelines at U10, U11 and U12 years.
- 8) On all occasions when the game is started or restarted, opposing players shall be at least 10 metres away from the ball.
- 9) Penalty kicks shall be taken from 7 metres from the goal line.
- 10) Play shall be re-centred after a goal has been scored.
- 11) Substitutions may be made at anytime in the match. Teams are advised to limit the number of players in a squad to a maximum of 10. The maximum substitutes allowed is 3 (including goalkeepers) Substituted players can return to the field again as a substitute for another player.



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- 12) Teams are encouraged to ensure that all players are given equal opportunity to play and those substitutions at the end of the game, giving young players only a minimum of 5 minutes playing time must be avoided.
- 13) In the event of an obvious mismatch, an extra player(s) may be fielded by the weaker team as jointly agreed by the respective team leaders. The stronger team must have no more than seven players on the field of play at any time.
- 14) At 10's, 11's and 12's a size 4 ball should be used.
- 15) Responsibility is, in the first instance, on the team coaches to automatically substitute players displaying unacceptable behaviour.

If any player returns to the field of play after having been substituted for displaying unacceptable behaviour and repeats a further offence, he/she should be substituted and should not take any further part in the match.

Any player who commits a serious offence that would warrant a sending off should be immediately substituted and he/she should not take any further part in the match. This applies in all cases of violent conduct and serious foul play.

- 16) Goalkeepers may pick the ball up from a deliberate pass-back.
- 17) At the end of the game both teams and coaches will line up in the centre of the pitch and shake hands with all opposition players and coaches.

9s Age Groups

All matches will be played in a Developmental Fours Festival format. The format used will be dependant on participating teams.

Example of a festival format

Developmental Fours

Festival Format Description
The 4 v 4 format can utilise eight games on a full size pitch. Around seventy youngsters can participate at the same time and around one hundred if four rest areas are introduced. Each team participates in each game for a 4 minute period with a 1 minute turnaround.

Rotation
Teams who are on the outside of the pitch go to the next area in a clockwise direction, opponents who are on the inside of the pitch go in the opposite direction in an anti-clockwise direction.

Games
The format for each game is described in full overleaf. It is recommended that goalposts, mannequins and poles are used where possible, alternatively, if this is not the case markers can be used.

Coaches
One coach should supervise each game with a minimum of coaching from the sidelines.

FULL PITCH ROTATION FESTIVAL



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Fixtures

- All scheduled fixtures **must** be played at the time and venue set by the FVFDA Co-ordinator
- Teams who are unable to fulfil their fixture for any reason must inform the FVFDA Co-ordinator and their opponents as soon as it is practical to do so.

Venues

All seven a-side matches are played at three venues:

- Forthbank, Springkerse Stirling, FK7 7UJ (home of Stirling Albion FC)
- Ochilview Park, Stenhousemuir, Larbert, FK5 4QL (home of Stenhousemuir FC)
- Recreation Park, Clackmannan Road, Alloa, FK10 1RY (home of Alloa Athletic)

All venues have a synthetic 3rd generation full size pitch.

The following rules must be observed at all venues.

1. Only **two** officials per team are permitted within the pitch area at Forthbank, Ochilview and Recreation Park, both officials must remain on the same side of the pitch during the match.
2. All other officials, parents and spectators must view the match from the stand area at Ochilview and Recreation Park, and from designated area at Forthbank.
3. Smoking is not permitted at any of the venues. All spectators must leave the ground should they wish to smoke.
4. All litter must be removed from the pitch area.

Developmental Four Festivals are held at: Little Kerse, Grange Road, Grangemouth, FK3 9XA

Match Day Routines and Guidelines

Team coaches are asked to ensure that the following procedures are followed at all Forth Valley Football Development Association games:

Contact your opponents, Venue Co-ordinator and FVFDA Secretary in plenty of time if you cannot fulfil a fixture.

All teams should arrive at the venue in good time in order to set out the pitch and help with the erection of goal posts, if required. Teams are responsible for 1 goal each.

All portable goals should be firmly anchored using the pins and/or weights supplied for this purpose.

Inspect pitch and remove hazardous objects.

Games are played with the recognised ball size and type for that age group.

Common sense should be applied if after starting a game the weather becomes inclement (game abandoned or shortened).

In the event of a team not turning up for a match, please make contact with the Venue Co-ordinator who will try to arrange an alternative. The Association requests that teams remain flexible in these situations and if you are asked to accommodate an extra team you must do so. Remember it may be your team that needs a game!



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Code of Conduct

One of the key elements crucial to the success of the Forth Valley Football Development Association's leagues and festivals is the conduct of players, coaches, adults and others associated with the teams. Players are accustomed to playing in a non-threatening environment so therefore it is essential that there is no complacency. Clubs are instructed to ensure that all individuals associated with their teams are aware of the high expectations of the joint associations in terms of personal conduct.

This league is about the education of all players, coaches and adults in football development. Please be patient.

Adult Code of Conduct

DO:

- Be patient and supportive.
- Highlight good play from both teams.
- Emphasise good behaviour.
- Exercise self-control when a goal is scored or lost.

DO NOT:

- Emphasise results.
- Criticise mistakes.
- Complain about the referee.
- Use technical terms when issuing instructions.
- Do not use foul and abusive language

Player Code of Conduct

DO:

- Have Fun
- Shake hands after the game.
- Use your skills
- Play fairly and encourage your team-mates.
- Behave well at all times.
- Accept the decisions of the match supervisor.



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DO NOT:

- Make fun of your opponents.
- Argue with the match supervisor.
- Criticise other players when they make a mistake.
- Use bad language on team-mates or opponents.
- Be un-sporting when you celebrate goals.

Touchline Behaviour

Touchline Behaviour (i.e. team coaches, parents and supporters)

- Never address opposing teams' players or management in a negative or aggressive manner.
- Never criticise match supervisors or speak to him/her in a negative or aggressive manner.
- Never berate your own players.
- If a coach or associated adult from any club breaches either of the above conditions it may result in the issue of fines or bonds via the disciplinary process.
- Never use foul or abusive language
- Never enter the playing area unless you are treating an injured player.

Dealing with Problems

Most Forth Valley Football Development Association events will pass without any incidents. However, it is inevitable that there can be problems. The Forth Valley Football Development Association offers the following guidelines to deal with situations that may arise:

- Keep calm, stick to the facts and do not become involved in heated arguments with council staff.
- Advise the relevant Fixture Secretary or Youth Representative if it is urgent and they will contact the council by letter and/or telephone.

Problems with opposing coaches...

- Remember that your first duty is to the youths.
- Keep calm and make a polite request for moderation of behaviour. If this is not successful, calmly end the game and take the youths away from the pitch. The match referee will inform the co-ordinator.
- Do not become involved in any form of abusive behaviour.



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Problems with parents from your own club...

- Remember your first duty is to the youths.
- Keep calm and make a polite request for moderation of behaviour.
- If this is not successful ask the parent to leave the playing fields.
- If this is not successful, calmly end the game and take the youths away from the pitch. Take action from within your own club. The match referee will report the matter back to the co-ordinator / league secretary.
- Do not become involved in any form of abusive behaviour.

Problems with parents from your opponents club...

- Remember that your first duty is to the youths.
- Keep calm and make a polite request for moderation of behaviour.
- If this is not successful, calmly end the game and take the youths away from the pitch. The match referee will report the matter to the co-ordinator / league secretary.
- Do not become involved in any form of abusive behaviour.

Problems with your players...

- Remember that your first duty is to the youths.
- Issue a firm but controlled warning to the offending player.
- If the player persists then he/she should be immediately substituted and take no further part in the match/session depending on the severity of the offence. Take action from within your own club.
- Do not become involved in any form of abusive behaviour.

Problems with players from opposing teams...

- Remember that your first duty is to the children.
- Issue a firm but controlled warning to the offending player. Advise the opposing coach/match supervisor of the problem.
- If this is not successful, calmly end the game and take the youths away from the pitch. The match supervisor/referee will report the matter to the Youth Representative.
- Do not become involved in any form of abusive behaviour.

THE POLICE SHOULD BE CALLED IF ANY PERSON PERSISTS WITH ABUSIVE OR THREATENING BEHAVIOUR IN SPITE OF APPEALS FROM OTHERS PRESENT.



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SYFA Policy in Dealing with Youths

The Scottish Youth Football Association acknowledges its responsibility towards all youngsters attracted to the game of football.

If you are a coach, the following should be adhered to when dealing with young players:

- Promote fun and enjoyment.
- Set examples of good behaviour by not smoking, drinking or using foul and abusive language.
- Have realistic ambitions for the youths.
- Be aware of issues such as overuse, types of injury, maturation rate.
- Help to provide appropriate dress and equipment.
- Praise the efforts of your team and opponents.
- Make children aware of healthy lifestyles e.g. eating habits, sleep and activity.
- Take the stress out of the game, encourage fair play and skill development.
- Positively encourage: never ridicule or shout at the youths.

Coaches should avoid any situation that may lead to accusations of abuse. These include;

- Being left alone with a child or children, particularly within changing rooms. Encourage an open environment and enlist the help of parents or others
- With mixed teams there should always be a male and female in attendance
- Avoid unnecessary physical contact when demonstrating
- It is unwise to spend time alone with children/youths anywhere: e.g. the car, the changing room, walking home

If these circumstances are unavoidable, they should only occur with parental or carers consent. It would be expected of caring coaches that circumstances involving horseplay, sexual remarks or suggestions, inappropriate language, touching, or any other activity which society regards as unacceptable when dealing with children/youths, should be avoided.



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Coach Education and Development

Coach Education and Development will be an integral part of the yearly programme of activities. In conjunction with the SFA Football Development Officers, a comprehensive programme will be on offer.

Scottish FA Coaching Awards

Level	Children (Under 12's)	Youth (12-18 yrs)
Level 5		Youth Licence Diploma
Level 4	Working with Children Licence Diploma	Youth Level 4 Award
Level 3	Coaching in the game Certificate	Coaching in the game Certificate
Level 2	Coaching Young Footballers Certificate	Coaching Youth Footballers Certificate
Level 1	Early Touches Certificate	Developmental Activities Certificate

Physical Preparation Course under 12's

Physical Preparation course (12-18yrs)

Please note that Certificate courses are not qualifications in their own right and that certificates are given for attendance only. Each certificate is an integral component of a full licence diploma award.

It is recommended that would-be coaches follow the coaching pathway best suited to their needs, e.g. a coach working with primary age children would begin with an Early Touches Certificate Course, followed by the Coaching Young Footballers certificate. Where as those coaching secondary children would begin with Development Activities Certificate, moving onto Level 2 of the Youth pathway thereafter.

Details of courses and in-service sessions, can be found www.forthvalley.leaguerepublic.com



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In Case of Emergency

- Every team at each venue is expected to have a recognised first-aider in attendance at all times. The first-aider is expected to carry a first aid kit with them at all times.
- Carry emergency contact numbers for all players at all times.
- Know where telephones are located at each venue
- Know and observe the SFA Child Protection Guidelines. All coaches are now required by the SYFA to be disclosure screened

Meetings

- It is mandatory that clubs attend the quarterly meetings held by the FVFDA. Failure for a club to be represented will result in that club being fined.

The Association AGM will be held during the month of June each year.

The Forth Valley Football Development Association on the Web

Information about the **Forth Valley Football Development Association** can be found on the www.forthvalley.leaguerepublic.com website. The pages contain the fixtures and news items relevant to the clubs in the association.

Useful Telephone Numbers

Position	Name	Tel Number	E-Mail address
Chairman	Robert McMinn	07766 022421	robert.mcminn@btinternet.com
Secretary	Michael Lennon	07767 231220 01324 570787	mlennon10hp@aol.com michael@piv-online.com
Discipline Chairman	Ian Carruth	07960 663469	ian.carruth@rolls-royce.com
Treasurer	T.B.C.		
Regional Representatives	Robert McMinn Ian Carruth	07766 022421 07960 663469	robert.mcminn@btinternet.com ian.carruth@rolls-royce.com
Childrens Representative	Greig Strang	07905 534711	greigstrang@tiscali.co.uk
Youth Representative	Raymond Dormer	07799 036365	raymond@stirlingcityfootballclub.co.uk
Executive Member	Douglas Gray	07500 838003	d.gray1@btopenworld.com



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Age Group Representatives

Under 9's	Robert Miller	07779 404911	robertmiller25@blueyonder.co.uk
Under 10's	??		
Under 11's	Clare Stevenson	07526 575169	clare-stevenson@talktalk.net
Under 12's	Frankie McCallum	07930 610047	castleviewfc@aol.com

Football Development Officers

Alan Morgan	07717 544741	morgana@sportcentral.org.uk
Scott Kinross	01786 448308	kinrosss@activestirling.org.uk
Steven Ferguson	07812 607427	stevenferguson@clacks.gov.uk

