

# The FA Charter Standard Club Programme

## Frequently Asked Questions and Answers



**Question 1** Can any club apply?

**Answer** Yes, any club.

**Question 2** Our club only has one team; does that matter?

**Answer** No, even a club with only one team can apply to become an FA Charter Standard Club.

**Question 3** Is there a charge?

**Answer** No, application and the FA Charter Standard programme is free.

**Question 4** Is it difficult to achieve?

**Answer** Any award, worth having, does require an element of hard work. However, the criteria has been set so that one of the awards is attainable for every club.

**Question 5** What are the benefits?

**Answer** The "visible" benefits are listed in the "Benefits of Charter Standard" section of this CD ROM. But it's the "hidden" benefits that should be of most importance to your club.

**Question 6** So what are these hidden benefits?

**Answer** By achieving an FA Charter Standard Club Award, you are demonstrating to all members, parents and the public, that you are a well-organised, safe club offering opportunities for all. The 'hidden' benefits are also an excellent way of promoting your club to potential members, parents, volunteers and sponsors.

**Question 7** How do we apply and what happens to our application?

**Answer**

1. Clubs must complete an application form and return it to the County Football Association with the requested supporting evidence.
2. Clubs must follow the Child Protection and Best Practice Guidelines of The FA.
3. The application will be assessed by the County Football Association nominated officer with recommendations to The FA Charter Standard Working Party.
4. The FA Charter Standard Working Party will complete a feedback form on each application, which will include an Action Plan and a recommendation.
5. If the club meets the criteria, the County Football Association will forward the Feedback Sheet to The Football Association for awarding.
6. If the club does not meet the criteria, the County will inform the club and provide an action plan and advice.
7. The Football Association will: Write to the club awarding the FA Charter Standard.
8. The Football Association and the County Football Association will keep a copy of the feedback form and action plan.

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**Question 8** How long does the award last?

**Answer** 1. The FA Charter Standard is an award for three years.  
2. At the end of three years, the club can apply for renewal.

**Question 9** Can the award be withdrawn by The FA?

**Answer** Yes. After due consideration, and the club has had the opportunity to meet with The FA Charter Standard Working Party, The FA Charter Standard Working Party can request that a club has its FA Charter Standard removed for the following reasons:  
a) Disciplinary Record  
b) Failure to attend In-Service Training  
A club can re-apply when it can demonstrate that it has responded positively to the reason(s) for withdrawal.

**Question 10** What are the Disciplinary reasons why a club could lose, or not be awarded FA Charter Standard?

**Answer** The FA Charter Standard Working Party will consider the following criteria when assessing new applications or the removal of The FA Charter Standard.

1. Any club found guilty of assault on a referee or assistant, by a player, official or spectator in the last three years will not be considered for the awards. Any

subsequent offence would lead to the withdrawal of the award.

2. Any club not found to be positively supporting The Football Association's anti-racism campaign will lose or will not be awarded FA Charter Standard.
3. Any club found guilty of spectator misconduct on two occasions by The Football Association will be invited to meet with The FA Charter Standard Committee who have the authority to issue a formal warning, which could lead to removal on further notice.
4. Any club found guilty of official misconduct on two occasions by The Football Association will be invited to meet with The FA Charter Standard Committee who have the authority to issue a formal warning, which could lead to removal on further notice.
5. Any club that reaches \*\*\* disciplinary points (as described in County FA Memorandum), will be invited to meet with The FA Charter Standard Committee, who will have the authority to warn as to future conduct or request that The Football Association remove The FA Charter Standard Award.

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6. If any one team reaches disciplinary points (as described in County FA Memorandum), they will be invited to meet with The FA Charter Standard Committee, who will have the authority to warn as to future conduct, or request that The Football Association remove The FA Charter Standard from the whole club.

### Questions 11 -15 Relate to Community Clubs Only

**Question 11** Do we have to have all age groups?  
**Answer** For FA Charter Standard Community Clubs you must have a minimum of 10 teams including a minimum of one senior adult team.

**Question 12** Do we have to have boys and girls?  
**Answer** Yes, for Community Clubs. Girls' opportunities may be Mini Soccer team, a Girls' Junior Team, a Women's Senior Team or a mixture of these.

**Question 13** How structured does the link with adult clubs need to be?  
**Answer** Links need to be demonstrated in the Football Development Plan to identify close partnerships between the two clubs where there are mutual benefits. Eg, Senior Clubs receiving

up-and-coming players and Junior Clubs benefiting through senior players working and coaching at the club and becoming role models.

**Question 14** Do we have to complete all Development Plans and how in depth does it have to be?  
**Answer** Yes, all areas of the Football Development Plan must be completed and show developments and progressions in all areas in a 3 to 5 year plan.

**Question 15** What are the timescales to offering disability football?  
**Answer** County Football Association Football Development Officers are in the process of developing their own Disability Action Plans. Clubs should contact their Football Development Officer to enquire about their County timescale and shape their own timescale around this. As a Community Club, think how you can support these programmes.

**Question 16** What are the minimum requirements of a club with regards to Coach Education?  
**Answer** The minimum for an adult team is for one person to hold Emergency Aid Qualifications. For youth teams at least one person per team should have completed their FA Level 1 Certificate in Coaching in Football Award. For FA Charter

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Standard Development and Community Clubs at least one coach should possess a Level 2 Certificate in Coaching Football Award

- Question 17 What funding is available to achieve status, i.e for Coach Education and Medical Courses?
- Answer Local County Football Association Football Development Officers have bursaries to support clubs achieve Coach Education and Medical Awards. External grant agencies are also able to support eg, Awards for All.

- Question 18 Are JTM's still relevant for FA Charter Standard?
- Answer JTM awards will not be recognised from September 2007. JTM awards will not be recognised for FA Charter Standard renewals from September 2008.

- Question 19 What insurance do we need?
- Answer Clubs should follow the latest advice from The FA on public liability insurance.

- Question 20 If my Junior Club is joining an existing Adult Club and going for FA Charter Standard Community Club status, how do we manage our finances?

- Answer
- If clubs are coming together in order to gain FA Charter Standard Community Club status, it is recommended that you create an umbrella organisation or 'steering group' to oversee:
1. Implementation of the Football Development Plan
  2. Fundraising/Sponsorship objectives
  3. Any other business relevant to both clubs

You are not expected to merge finances and as such, day-to-day running and management should remain independent processes.