



# GRASSROOTS

## Coaches Handbook

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**R**eferees are only human  
**E**ncouragement  
**S**tamp out negativity  
**P**layers are only children  
**E**njoy watching  
**C**oaches are volunteers  
**T**his is not the World Cup

# Budget Planning



## Teams Income

Estimated income

Player Subs

Awards for All

For an application form, call 0800 602040

Grants

Other

Local Authority

Contact your local sports development officer

Commercial sponsorship

Other please specify

## Total Income

## Team Costs

Administration

Equipment hire

Equipment purchase

Hire of facilities

Officials' fees / expenses

Promotion / publicity

Coaches' fees / expenses

Session fees / expenses

Transport

Medals / trophies

## Total Costs

## Notes

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# Player Attendance Record



	Name	Date																	#	%
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# Sponsorship Form

Name of participant .....

**Gift Aid:** Make your donation worth \_\_\_\_\_% more. Please note, you must be a taxpayer paying (more tax than the amount we reclaim in order for us to claim Gift Aid from your sponsorship)

Name	Address	Postcode (essential for Gift Aid)	Amount	Tick if Paid

# Message from a Grassroots coach



"Today I heard a comment made about me behind my back. I started to turn around and look, but then decided better of it and kept my eyes on the field. My wife hears things like this more often than I do, because many of you don't know who she is. She tells me what you say. I have received angry emails, full of "suggestions," about who should be playing where and how I lost that day's game for the kids. I thought I'd write an open letter to all of you parents, even though I might never send it. I'll start it this way: "I am a volunteer."

I'm the one who answered the call when the league said they didn't have enough coaches. I understand that you were too busy. I have some news for you. I'm not retired. I'm busy too. I have other children and a job, just like you do. Not only do I not get paid to do this — it costs me money. I see you walk up to the game 15 minutes after it started, still dressed for work. Do you know I've already been here over an hour? Imagine it you had to leave work early nearly every day. I've never seen you at a training.

I'm sure you're plugging away at the office. But I'm out here, on the field, trying my best to teach these children how to play a sport they love, while my bank account suffers. I know. I make mistakes. In fact, maybe I'm not even that great of a coach. But I treat the kids fairly and with respect. I am pretty sure they like coming to my practices and games, and without me or someone like me, there'd be no team for them to play on. I'm part of this community too and it's no picnic being out here on this stage like this. It's a lot easier back there with the other parents where no one is second-guessing you.

And I also know you think I give my son or daughter unfair advantages. I try not to. In fact, have you ever considered that maybe I'm harder on him than on the others? I'm sure he hears plenty of criticism at school from classmates, who hear it from you at home, about what a lame coach I am. And if, even unconsciously, my kids are getting a slight advantage because I know them better and trust their abilities, is that the worst thing in the world, considering the sacrifice I'm making? Trust me, I want to win too. And if your son or daughter could guarantee we'd do that, I'd give them the chance.

After this game is over, I'll be the last one to leave. I have to put down the goals, put away all the equipment and make sure everyone has had a parent arrive to pick them up. There have been evenings when my son and I waited with a player until after dark before someone came to get them. Many nights sure you've already had dinner and are relaxing on the couch by the time I finally kick the mud off my shoes and climb into my car, which hasn't been washed or vacuumed for weeks.

Why bother cleaning it during the season? Do you know how nice it would be if, just once, after a game one of you volunteered to carry the heavy gear back to my car or help straighten up the field?

If I sound angry, I'm not. I do this because I love it and I love being around the kids. There are plenty of rewards and I remind myself that while you're at the office working, your kid is saying something that makes us all laugh or brings a tear to my eye. The positives outweigh the negatives. I just wish sometime those who don't choose to volunteer their time would leave the coaching to the few of us who do."

- Unknown Author

#Teamgrassroots



## A Player's Message to Parents

*Thanks for coming to support me today.  
As my friends and I play,  
I want you to remember a few things please:*

- I am here to have fun, please encourage me and all the other players no matter which team we play for.
- You are representing to; please do not embarrass me by being negative, shouting or swearing.
- Please do not stand too close to the pitch, this can distract me from my game and I can't concentrate properly.
- Please do not question the referee's decision; our coaches will give us help if we need it.
- Do not coach me from the side, my coach is here to teach me and too many instructions will confuse me.
- I think doing my best and learning to play is more important than winning. Do not tell me the score; tell me to have fun.
- Praise me for good skills, sportsmanship, discipline and effort. These are the things that make me a real winner.
- Do not criticise my mistakes as I will be scared to try things again. Mistakes will make me better as I can learn from them.
- Please do challenge any spectators that behave the wrong way. Tell them that we don't allow negative behaviour.
- We have a responsibility to look after our environment, please do not drop litter. Take it home or put it in a bin.

I hope to make you proud of me.

...Please make me proud of you as well.



# Player Development Plan

Player Name:

Date of Review:

Area	Now	Target	Comment
Possession			-----
Touch			-----
Passing			-----
Decision			-----
Tackling			-----
Heading			-----
Shooting			-----
Awareness			-----
Communication			-----
Sportsmanship			-----
Attendance			-----
Behaviour			-----

## Target Areas of Development

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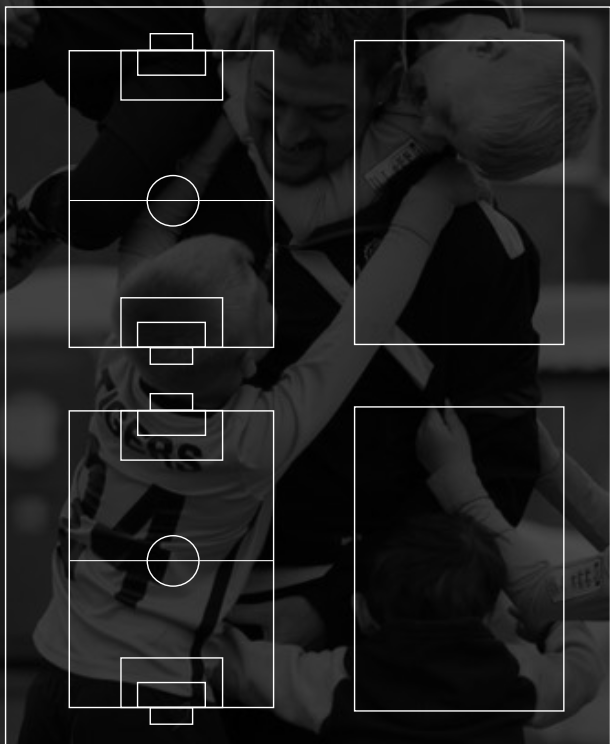
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# Football Session Plan





# Grassroots Football Session Plan



1		7		13		19	
2		8		14		20	
3		9		15		21	
4		10		16		22	
5		11		17		23	
6		12		18		24	

## Equipment

1	-----	1	-----
2	-----	2	-----
3	-----	3	-----

## Session objectives

1	-----	1	-----
2	-----	2	-----
3	-----	3	-----

## Drills

1	-----	1	-----
2	-----	2	-----
3	-----	3	-----

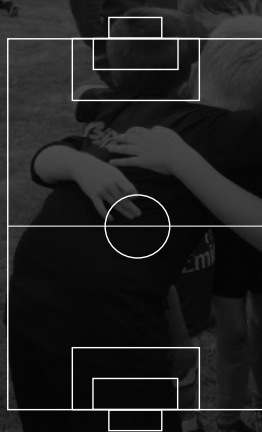
Warm up 1	-----	2	-----
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## Comments

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# Team Selection Planner



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- 15

Comments

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# Respect Code of Conduct



## Young Players

We all have a responsibility to promote high standards of behaviour in the game.

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
- Play fairly – I won't cheat, 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
- Shake hands with the other team and referee at the end of the game
- Listen and respond to what my coach/ team manager tells me
- 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, County FA or The FA 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.



# Adult Players

We all have a responsibility to promote high standards of behaviour in the game.

Players tell us they want a referee for every match, yet thousands of match officials drop out because of the abuse and intimidation they receive on and off the pitch. Respect your referee today and you may just get one for every match this season.

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

## **On and off the field, I will:**

- Adhere to the Laws of The Game
- Display and promote high standards of behaviour
- Promote Fair Play
- Always respect the match officials' decisions
- Never engage in public criticism of the match officials
- Never engage in offensive, insulting or abusive language or behaviour
- Never engage in bullying, intimidation or harassment
- Speak to my team-mates, the opposition and my coach/manager with respect
- Remember we all make mistakes.
- Win or lose with dignity. Shake hands with the opposing team and the referee at the end of every game.

**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:**

- Be required to apologise to team-mates, the other team, referee or team manager
- Receive a warning from the coach
- Receive a written warning from the club committee
- Be required to attend an FA education course
- Be dropped or substituted
- Be suspended from training
- Not be selected for the team
- Be required to serve a suspension
- Be fined
- Be required to leave the club.

## **In addition:**

- The FA/County FA could impose a fine and/ or suspension on the club.



# Spectators and Parents/Carers

We all have a responsibility to promote high standards of behaviour in the game. This club is supporting The FA's Respect programme to ensure football can be enjoyed in a safe, positive environment. Remember children's football is a time for them to develop their technical, physical, tactical and social skills. Winning isn't everything. Play your part and observe The FA's Respect Code of Conduct for spectators and parents/carers at all times.

## **I will:**

- Remember that children play for FUN
- Applaud effort and good play as well as success
- Always respect the match officials' decisions
- Remain outside the field of play and within the Designated Spectators' Area (where provided)
- Let the coach 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
- Avoid criticising a player for making a mistake – mistakes are part of learning
- Never engage in, or tolerate,

offensive, insulting, or abusive language or behaviour.

**I understand that if I do not follow the Code, any/all of the following actions may be taken by my club, County FA, league 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 County FA 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.





# Match Officials

We all have a responsibility to promote high standards of behaviour in the game.

The behaviour of the match officials has an impact, directly and indirectly, on the conduct of everyone involved in the game – both on the pitch and on the sidelines.

Play your part and observe The FA's

Respect Code of Conduct of match officials at all time.

## **I will:**

- Be honest and completely impartial at all times
- Apply the Laws of the Game and competition rules fairly and consistently
- Manage the game in a positive, calm and confident manner
- Deal with all instances of violence, aggression, unsporting behaviour foul play and other misconduct.
- Never tolerate offensive, insulting or abusive language or behaviour from players and officials
- Support my match official colleagues at all times
- Set a positive personal example

by promoting good behaviour and showing respect to everyone involved in the game

- Communicate with the players and encourage Fair Play
- Respond in a clear, calm and confident manner to any appropriate request for clarification by the team captains
- Prepare physically and mentally for every match
- Complete and submit, accurate and concise reports within the time limit required for games in which I officiate.

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

## **I may be:**

- Required to meet with The FA/County FA Refereeing Official
- Required to meet with The FA/County FA Refereeing Committee.



# Coaches, Team Managers and Club Officials

We all have a responsibility to promote high standards of behaviour in the game. In The FA's survey of 37,000 grassroots participants, behaviour was the biggest concern in the game. This included the abuse of match officials and the unacceptable behaviour of over competitive parents, spectators and coaches on the sideline.

Play your part and observe The Football Association's Respect Code of Conduct in everything you do.

## **On and off the field, I will:**

- 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 behaviour
- Always respect the match official's decision
- Never enter the field of play without the referee's permission
- Never engage in public criticism of the match officials
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour.

## **When working with players, I will:**

- Place the well-being, safety and enjoyment of each player above everything, including winning
- Explain exactly what I expect of players and what they can expect from me
- Ensure all parents/ carers of all players under the age of 18 understand these expectations
- Never engage in or tolerate any form of bullying
- Develop mutual trust and respect with every player to build their self-esteem

- Encourage each player to accept responsibility for their own behaviour and performance
- 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, league or The FA:**

- Required to meet with the club, league or County Welfare Officer
- Required to meet with the club committee
- Monitored by another club coach
- Required to attend an FA education course
- 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 FACA (FA Coaches Association) membership may be withdrawn.



# Player/Coach/Parent Respect Contract

## Young Players

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, County FA or The FA 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.

## Spectators and parents/carers

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

## Match Officials

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

### I may be:

- Required to meet with The FA/County FA Refereeing Official.

- Required to meet with The FA/County FA Refereeing Committee.

## Coaches, Team Managers and Club Officials

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:

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- Required to meet with the club committee.
- Monitored by another club coach.
- Required to attend a FA education course.
- Suspended by the club from attending matches.
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## Adult Players

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### I may:

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- Receive a warning from the coach.
- Receive a written warning from the club committee.
- Be required to attend a FA education course.
- Be dropped or substituted.
- Be suspended from training.
- Not be selected for the team.
- Be required to serve a suspension.
- Be fined.
- Be required to leave the club.

### In addition:

• The FA/County FA could impose a fine and/or suspension on the club.

Player \_\_\_\_\_ Sign \_\_\_\_\_  
Parent \_\_\_\_\_  
Coach \_\_\_\_\_



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# THE VOICES OF GRASSROOTS

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Grassroots  
Football UK



@FootballGrf



www.teamgrassroots.co.uk