



CLYDEBANK FC

Welcome & Induction Pack



ACADEMY WELCOME

Welcome to Clydebank FC! I am delighted to become our first Head of Academy, especially during this exciting time at the club with the newly built Holm Park.

I truly believe we can become one of the best academies in the West of Scotland. The creation and implementation of our Vision 2023 project should provide the club with long term success in developing young people to reach their full potential, both as players and as people within society.

We should be proud of what we have achieved thus far, but our journey as an academy has only just begun. I believe there is a real need within the town to have a positive sporting institution which is recognised across the country.

Clydebank FC is a historic club now run by the fans; our strategy is to bring through talented young players who aspire to play at the highest possible level. The academy should provide that pathway, but also create lifelong opportunities for all to play or be part of the club.

Lastly, we should also look to use the academy to impact the wider community through various initiatives, which aims to improve the health and well-being of the town.

I very much look forward to working hard over the next few years to reach our goals.

Yours in football,

Paul Mooney

Head of Academy



CLUB MISSION STATEMENT

"Clydebank FC's aim is to provide an opportunity for enthusiastic and committed players to play football. It is hoped there will be a pathway for all members that creates lifelong involvement in the game. The club should create the best possible environment for all to develop without discrimination, regardless of age, gender, sexual orientation, religion, race or disability. "

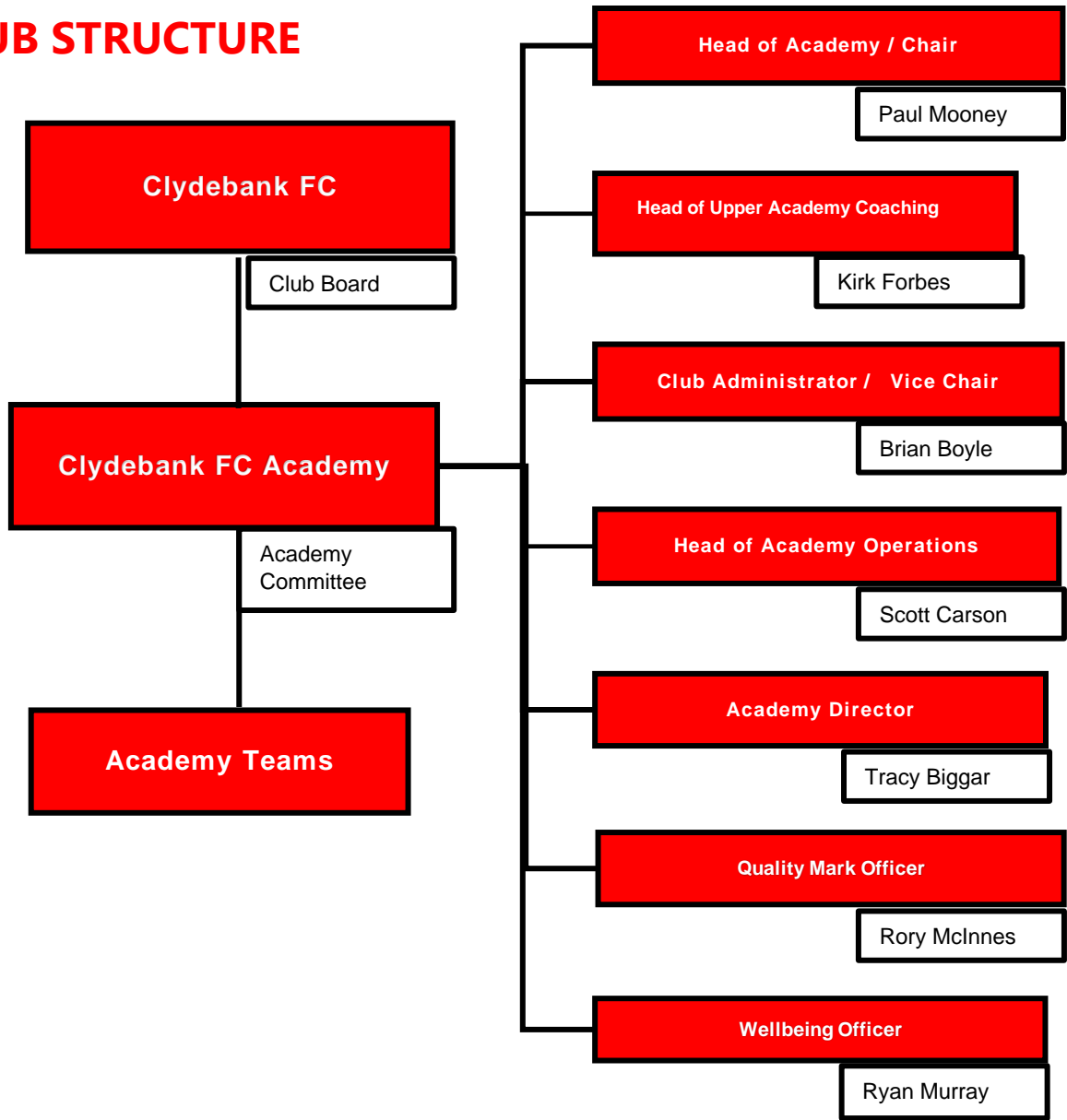
CLUB MOTTO



"BY WORK AND KNOWLEDGE"

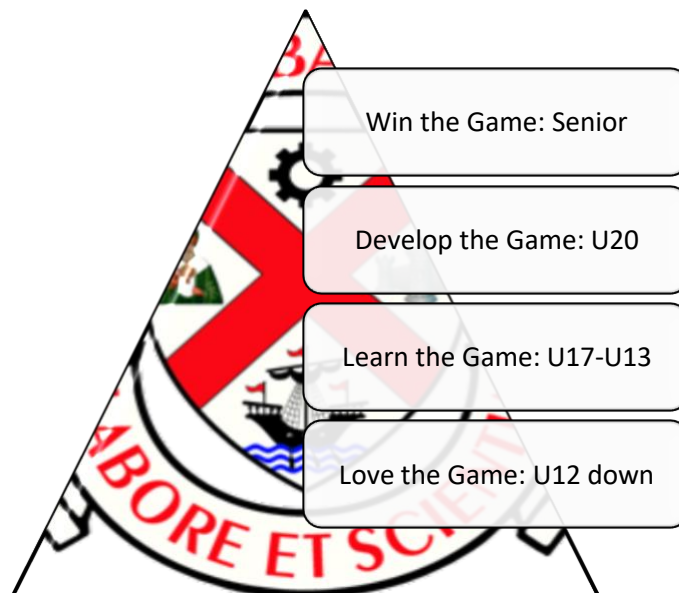


CLUB STRUCTURE





CLYDEBANK FC PATHWAY



CLUB CORE VALUES

- B** • **Bravery:** Show character to lead by example and not be afraid to fail
- A** • **Accountability:** Take responsibility for your own actions and things you can control
- N** • **Never Quit:** Show resilience and determination when facing challenges
- K** • **Knowledge:** Always aspire to listen, learn and improve as an individual
- I** • **Independant:** Be organised and prepared in everything you do
- E** • **Effort:** Have a positive work ethic to do your best
- S** • **Sacrifice:** Be committed and dedicated when representing the club



VISION 2023

2023 will be the club's 20th anniversary since the rebirth of the Bankies, thanks to the hard work and never say die attitude of its supporters. To honour this celebration, the academy has an ambitious action plan called Vision 2023. This hopes to instil the core values of the great history of the club, to create a bright future for the academy the community can be proud of for many decades to come.

TARGET 1

ACCREDITATION

- To achieve Silver status through the SFA's quality mark programme
- To progress towards Gold and ultimately Platinum

TARGET 2

COMMUNITY

- To use Clydebank FC as a positive institution, by creating and implementing initiatives that benefit the local community.
- To create a stronger and closer link between the academy and the senior club

TARGET 3

ENVIRONMENT

- Develop a successful pathway for talented, ambitious players from the academy to the first team
- To implement the club strategy which aims to create the best possible environment for all members of the academy to achieve their potential.



CLYDEBANK FC ACADEMY KEY CONTACTS

ROLE	NAME	CONTACT NUMBER
Head of Academy / Chair	Paul Mooney	07850766076
Club Administrator / Vice Chair	Brian Boyle	07860378268
Head of Academy Operations	Scott Carson	07903774999
Quality Mark Officer	Rory McInnes	07824453432
Academy Director	Tracy Biggar	07305896655
Head Coach of Upper Academy	Kirk Forbes	07702059595
Wellbeing Officer	Ryan Murray	07399968640
Holm Park CFA	Stuart Kelly	07762892415
Holm Park CFA	Lawrence O'Neill	07909890842
Caretaker	Steven McAnaney	07496487967



As a club we operate and communicate as follows:

- a) Our Academy Committee meet quarterly to develop and move the club forward. The AC are accountable for progressing the club vision, managing each section and overall governance of the club.
- b) Communication chat groups are set up & administered by the club Head of Academy to support discussion and key information on topics such as coach education courses and player development.

CLYDEBANK FC – Quality Mark Award

What is Quality Mark and what does it mean to us as a club?

The Scottish FA's Quality Mark system is designed to support and recognise the work of clubs and teams who have a desire to be the very best they can be. To gain one of the awards – Bronze, Silver, Gold or Platinum, a club must reach the requirements for each level. The criteria are aimed at improving or supporting management, development structures, administration, planning and welfare.

Clydebank FC are currently working towards the Silver Level Quality Mark club with ambitions of achieving Platinum Level status by 2023.

What is expected of each new team & volunteer?

Clydebank FC aims to maintain (or progress) its high standards of coach education across our teams. This is an important part of our clubs' evidence to meet our Silver Quality Mark criteria and supports us to offer our players a better environment to play the game.

All club head coaches are required to attend/be qualified to Level 1.3 minimum

All assistant coaches are required to attend/be qualified to Level 1.2 minimum

Additionally, the club also require:

Head of Academy qualified to minimum Level 2 C license



Goalkeeping coach qualified to minimum Level 1 Goalkeeping course

Payment / Booking courses

All coach education courses are paid by individual teams should their budget allow.

The Academy will in time invest in coaches who wish to progress up the Scottish FA Coach Education ladder, once it has received funding.

Please follow the User Guide to create a Coaching account with the Scottish FA which is required for booking online to all the courses noted above. Any questions regarding the above information please contact the Club Administrator.

New Team Important Information

Club Administrator or an assigned Academy Committee rep will register the new team.

Each team must appoint a coach, assistant coach & team secretary.

The roles of the secretary will include:

- Support the registering of the team and the players to the SYFA online system
- Liaise with Club Administrator for coaches to attend First Aid course
- Registering of all parents & players to club online registration system
- Contacting the opposing team to arrange details for the weekend's game
- Contacting the parents regarding training/game details
- Setting up a team group chat for all coaches and parents
- Individual teams organise their own kit via our club shop at www.directsoccer.co.uk
- Holding an accessible list of all player and coach contacts & emergency contacts / medical information)
- Ensure representation from team at Club meetings (minimum of 2 meets per year)
- Feed in any good news stories to club Communication / Social Media Co-ordinator – Our club operate an Official Twitter & Facebook account – please



- ask all parents to follow these. Individual social media platforms are encouraged as long as they follow clubs' guidelines.
- Our club has a strict policy and measures in place on how it holds, protects, manages and uses all members & volunteers' personal data.

Club Finances & Procedures for All Teams

Each individual team operates separately at the academy. Speak to the team secretary for further details.

Clydebank FC operate an online system which all coaches, volunteers, parents & players are required to register and agree with all club policies and operations.

The team secretary has access to the relevant documents on club policies which should be accessible and agreed to by all members on joining. These will also be available on the club website www.clydebankfc.com

Club Financial Information

Club Account

All players are members of the club and not the team. The team is an age group of the club and each player/parent is an individual member respectively.

- Ideally individual teams should be encouraging monthly direct debit for fees but as each operates independently, every team will have its own process.
- Individual teams may charge an annual membership fee, again this is down to their discretion.
- All membership fees contribute and allow the club to not only function but continue to develop, grow and operate at high standards supporting the clubs plans.



Individual Team Account

Each new team is required to set up their own bank account and have 2 (non-related) signatories to access the account. This account is to be accessible to the Academy Committee at all times as you are part of the club's constitution and governance.

Fundraising

All funds raised by individual teams are spent by those teams. Every team is independent on how they financially support themselves year to year.

The club encourages all its members to support all official Club and individual fundraising events when they can.

Sponsorship

Sponsorship is the responsibility of each individual team within the academy.

Club Policies & Procedures

- Parent & Player registration form
- Coach / Volunteer registration form
- Code of Conduct-Parent & Player
- Code of Conduct-Coach/Volunteer
- Child Wellbeing & Protection documents
- Health & Safety Policy
- Social Media Policy
- Complaints & Disciplinary Procedure
- Club Insurance
- Cancellation of training / Abandonment of children policy
- Transport policy



Club Facilities – Holm Park

As a general rule, please treat the facilities at Holm Park with respect so they can be enjoyed by all for years to come.

Tidy and clear changing rooms / dugout areas of litter using the bins provided.

Spectators should remain on the outside of the white perimeter fence at all times.

Goals should be carefully wheeled out and returned back to the clubhouse wall once session/game is over unless required by the next let.

Please be considerate of other groups, use of inappropriate language or aggressive nature will not be tolerated.