

The FA Charter Standard Club Programme

Frequently Asked Questions



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 FA 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 Safeguarding Children 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. Feedback will be obtained from the leagues that your Club plays in to ensure that the Club displays the standard expected of a FA Charter Standard Club.
 5. The FA Charter Standard Working Party will complete a feedback form on each application, which

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- will include an action plan and a recommendation.
6. If the Club meets the criteria, the County Football Association will forward the feedback form to The Football Association for awarding.
 7. If the Club does not meet the criteria, the County Football Association will inform the Club and provide an action plan and advice.
 8. The Football Association will write to the Club awarding The FA Charter Standard.
 9. The Football Association and the County Football Association will keep a copy of the feedback form and action plan.

Question 8 How long does the award last?

Answer From 2010 your award will be renewed annually as part of your reaffiliation.

Question 9 As a FA Charter Standard Club, what can I expect from the County Football Association?

Answer Please see the 'Benefits of FA Charter Standard' section on the Application and Support Resource CD-ROM.

Question 10 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) Poor 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 11 What are the disciplinary reasons why a club could lose, or not be awarded FA Charter Standard?

Answer The FA expect FA Charter Standard Clubs to display high levels of behaviour. A three-stage process has been put in place regarding discipline and FA Charter Standard Clubs.

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Stage 1

Clubs will be called in front of CFA Charter Standard Working Party on passing the points as identified and/or on being found guilty of two Club charges. The Club would be asked what they have done to improve discipline. At this stage the CSWP, if the Club has not already done so, will support the Club to develop an action plan to improve discipline.

Stage 2

Clubs will be called in front of CFA Charter Standard Working Party on passing the points as identified below and/or on being found guilty of four Club charges. At this stage the CSWP can suspend the Club's FA Charter Standard status for between 3 -12 months. CFA would provide the Club with an action plan and review dates.

Stage 3

Stage 3 is reached when a Club achieves the points as shown below and/or when they have been found guilty of six club charges. When Stage 3 is reached, the Club would automatically lose its FA Charter Standard status and would not be allowed to reapply for at least 12 months.

CFAs are asked to recognise that some Clubs are considerably larger than others when using the Club charges.

How it works

The number of points allowed for each stage (the threshold), must be related to the number of teams that each Club possesses.

Associations may make allowances in the number of teams that a Club is deemed to have for Aggregate Misconduct, to reflect Clubs whose disciplinary cases are handled by The Football Association. This is to prevent such Clubs gaining an unfair advantage.

Recommended points allowance per Club per season:

No. of teams	1	2	3	4	5	Each add. team
Stage 1	25	48	69	88	105	20
Stage 2	50	96	138	176	210	40
Stage 3	75	144	207	264	315	60

New Clubs

New Clubs which would be in breach of the above will not be able to achieve FA Charter Standard. CFAs can provide Clubs with an action plan in order to support a future application similar to Stages 1 and 2.

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Questions 12 to 21 relate to Community Clubs only

Question 12 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 13 Do we have to have boys and girls?

Answer Yes - for Community Clubs. Girls' opportunities may be through a Mini Soccer team, a Girls' Junior team, a Women's Senior team or a mixture of these.

Question 14 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. For example, 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 15 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 three to five-year plan.

Question 16 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 17 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

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per team should have completed their FA Level 1 Certificate in Coaching in Football Award. For FA Charter Standard Development and Community Clubs at least one coach should possess a Level 2 Certificate in Coaching Football Award.

Question 18 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 in achieving Coach Education and Medical Awards. External grant agencies are also able to support, for example Awards for All.

Question 19 Are Junior Team Managers' awards (JTM) still relevant for FA Charter Standard?

Answer JTM awards have not been recognised since September 2007 and have not been recognised for FA Charter Standard renewals since September 2008.

Question 20 What insurance do we need?

Answer Clubs should follow the latest advice from The FA on public liability insurance.

Question 21 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 or 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.