



ASPLEY GUISE FC

Aspley Guise Football Club

CONSTITUTION & RULES

2026/27 SEASON



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Name

The Club shall be called Aspley Guise Football Club (hereinafter called the Club and sometimes abbreviated to "AGFC").

Objectives/Mission

The club aims to positively promote the game of football to children (junior members) and offer coaching and competitive opportunities to all children who wish to play. As far as possible the club shall attempt to find a place in a team or opportunity to train for all children who wish to play. It is noted that while this shall always be attempted it may not be possible in every situation. The club will seek to involve all members, particularly adults and parents of the players in the undertaking of its activities to ensure there is a sustainable and quality provision for as many as possible.

The club shall charge a fee (subscription) to the parents of players to cover the cost of facilities, equipment and other expenses. While the club shall attempt to maintain a float in its accounts for unexpected expenses the club shall make an effort to keep such subscriptions as low as possible and only cover costs. The club neither expects to, nor attempts to make a profit on its activities.

Affiliation

The Club is affiliated with the Berks and Bucks Football Association (FA) (itself part of the English FA).

The club is a member of two local leagues:

The Milton Keynes and District Development League (MKDDL). The MKDDL website can be found at: <https://fulltime.thefa.com/index.html?league=96486>. The constitution and rules of the MKDDL can be found on the MKDDL website.

The Chiltern Youth Football league (CYFL). The CYFL website can be found at <https://www.chilternyouthfootballleague.org/>. The constitution and rules of the CYFL can be found on the CYFL website.

The Bedfordshire Youth Saturday League (BYSL). The BYSL website can be found at <https://fulltime.thefa.com/index.html?league=32913>. The constitution and rules of the BYSL can be found on the BYSL website.



Equality Statement

Aspley Guise Football Club is responsible for setting standards and values to apply throughout the club at every level. Football belongs to and should be enjoyed by anyone who wants to participate in it.

Aspley Guise Football Club in all its activities will not discriminate or in any way, treat anyone less favourably on grounds of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. The club will ensure it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in and enjoy its activities.

Aspley Guise Football Club will not tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination.

This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal. The club will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

This policy is fully supported by the Club Officers who are responsible for the implementation of this policy.

Aspley Guise Football Club is committed to taking positive action where inequalities exist and to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination and promote equality in football.

Aspley Guise Football Club is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the Equality Act 2010.



Discipline & Etiquette

Football, sometimes deservedly, suffers from a reputation for bad behaviour. At Aspley Guise Football Club, we're passionate about making sure that the game is played, watched, coached and run only in the best interests of the children and young people, and that we put everything we possibly can in place to ensure their enjoyment of the experience.

For that to be the case we think it's important that expectations of everyone involved with the club are made clear.

By being involved with the club, as a volunteer, player, parent or guardian you are agreeing to abide by the behaviours outlined in this document and accept that not doing so may result in the outcomes listed.

If you have any questions or queries about the contents of this document please contact either chairperson@aspleyguisefc.co.uk, secretary@aspleyguisefc.co.uk or welfare@aspleyguisefc.co.uk.



Players Agreement

As a registered Player, or training Participant, of Aspley Guise Football Club, I agree to...

- Always play to the best of my ability and for the benefit of my team
- Play fairly – I won't cheat, dive, 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 and not question their decisions
- Be gracious in victory and defeat – I will 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
- Understand that a coach has to do what is best for the team and not just one individual player
- Respect the facilities and equipment provided for me and my team by the club
- Talk to someone I trust or the club welfare officer if I'm unhappy about anything at my club
- Address any concerns I may have to the appropriate people within the club and not engage in criticising individuals or organisations publicly or on social media

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

I may:

- Be required to apologise to my team-mates, the opposition, a referee, linesman or team coach/assistant
- Receive a formal warning from the coach or the club committee
- Be dropped or substituted
- Be obliged to undertake an FA education course
- Be suspended from 1 or more training sessions
- Be suspended from 1 or more match days
- Be required to leave the club

And I understand that:

- My club, the League, County FA, The FA or any competition I'm participating in may make my parent or carer aware of any infringements of the Code of Conduct
- The League, County FA or FA could impose a fine and/or suspension against my club
- It is mine (or my parent/carer's) responsibility to reimburse the fine paid for by the club within 14 days of occurrence



Parents and Spectators Agreement

As a Parent or Spectator of Aspley Guise Football Club, I agree to...

- Remember that children play for FUN
- Adhere fully to the FA's guide to Positive Sidelines ([which can be found here](#))
- Applaud effort and good play as well as success
- Respect the Referee's decisions even when you don't agree with them
- Appreciate good play from whatever team it comes from
- Remain behind the touchline and within the Designated Spectators' Area
- 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
- Support positively and offer players encouragement not criticism
- Never engage in, or tolerate offensive, insulting or abusive language or behaviour
- Pay any fines that are attributable to a player, parent or guardian in full and on time
- Address any concerns I may have to the appropriate people within the club and not engage in criticising individuals or organisations publicly or on social media

I understand that if I do not follow the Code, any/all of the following actions may be taken:

I may:

- Be issued with a verbal warning from a club or league official
- Be required to meet with the club, league or CFA Welfare Officer
- Be required to meet with the club committee
- Be obliged to undertake an FA education course
- Be obliged to leave the match venue by the club
- Be obliged to leave a training venue by the club
- Be required by the club not to attend future games
- Be suspended or have my club membership removed
- Be required to leave the club along with any dependents

And in addition:

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



Coaches, Assistants, Volunteer and Committee Members Policy

As a Coach, Assistant, Volunteer or Committee Member of Aspley Guise Football Club, by continuing in my role through the 2025/26 Season, I agree that...

On and off the field I will:

Enjoy the Game!

We're here to enjoy ourselves...win, lose or draw.

To help make football more enjoyable for all I should:

- Come to training and matches with a positive attitude and put the well-being of children first
- Use my position to set a positive example for the young people I am responsible for
- Recognise examples of respect, effort and good play, as well as achievement
- Appreciate Grassroots Football should be about children playing and having fun, not solely about results
- Always seek to defuse and de-escalate situations rather than enflaming them

Give Respect

We always treat others as we'd like to be treated. To give respect in Football I must:

- Always use respectful and positive language and actions
- Not argue with the referee, coach, and officials, and accept their decisions
- Avoid coaching from the sidelines as a spectator, recognising this is likely to cause uncertainty and confusion across the team
- Encourage children to show fair play by shaking hands with opponents and being kind, whether we win or lose by being gracious in victory and defeat
- Stay in designated spectator or technical areas
- Be respectful of the equipment and facilities provided for me and always ensure that I open and close facilities as instructed, ensuring it we tidy up after ourselves and take care of the facilities we use
- Address any concerns I may have to the appropriate people within the Club and not engage in criticising individuals or organisations publicly or on social media
- Not participate in or instigate any actions, activities or

Be Inclusive

We embrace our differences, Football is a game for everyone.

To be inclusive in Football I must:

- Show zero tolerance for discrimination of any kind
- Report anything that concerns me via the relevant channel
- Treat people based on their character, and nothing else
- Accept that we all bring our own personal perspectives to the game
- Not exclude anyone because of background or personal characteristics
- Strive to give fair playing time to all children





Work Together

We're a team, on and off the pitch. To help us bond as a team I should:

- Remember we are 'one team' helping young people enjoy football
- Encourage players and celebrate their effort
- Avoid criticising players if they make a mistake
- Use clear, positive and encouraging verbal and body language when engaging with players and parents around how they can improve
- Discourage cheating, complaining and time wasting from everyone
- Never engage in or tolerate any form of bullying
- Accept that my child may not always be able to play in their favourite position, or may need to make a break to give someone else playing time
- Be fair to all of the children in my care. That does not mean that I will give them all equal game time but I will ensure that their treatment is fair and consistent across the board

Play Safe

We all have a role in safeguarding young people and vulnerable adults.

To keep everyone safe I must:

- Accept it is my responsibility to know if my role in football places me in a position of trust
- Speak to my Club or League Designated Safeguarding Officer if I am unsure whether I am in a position of trust
- Understand appropriate boundaries must be in place, both online and during face-to-face activity
- Let a Club Official know if I see anything that looks unsafe
- Be aware of who the First Aiders are, and where the nearest Automatic External Defibrillator is located
- Keep appropriate boundaries by:
 - Always putting the well-being of children first
 - Being friendly but professional
 - Encouraging children to review their own progress
 - Raising concerns about a child to the Club Welfare Officer if they display behaviour not usual to them or which causes concern
- Follow the 'Physical contact and young people: Guidance for grassroots football' guidelines

If my role requires physical contact with a child, I will:

- Ask the child's permission and explain the type of, and reason for the physical contact
- Keep physical contact to skill development, first aid, harm prevention or celebration of success or comfort in times of distress
- Ensure another responsible adult is present for the duration
- Remember physical touch should be culturally sensitive to a child
- Not participate in training, warm up or cool down sessions with children (including my own) to protect them from accidental physical harm



If I Do NOT Live Up To This Standard

I understand that my Club, League, County FA or The FA may take action, that could include:

- Giving me a verbal warning
- Requiring me to meet with the Club, League or CFA Designated Safeguarding Officer
- Requiring me to meet with the Club Committee
- Requiring that I complete an FA education course
- Requiring that I leave the match venue
- Requiring that I do not attend 1 or more future games
- Requiring that I leave a training venue
- Requiring that I do not attend 1 or more future training sessions
- Suspending me or removing my Club membership
- Suspending or Cancelling my Team's training sessions
- Fining me
- Fining and/or suspending my Club

About Referees, Assistant Referees and Match Officials

The FA believes that all Match Officials should be able to officiate free from the threat of violence or intimidation. Any threatening behaviour or physical contact on a Match Official will result in a lengthy exclusion from football and possibly a criminal prosecution.

Investment in People

If the Club invest in my development through the funding of DBS Checks, First Aid Training and/or Coaching Qualifications, applicable from the date of the Invoice for that expense, I will:

- Commit to volunteering in the role relevant to the investment for Aspley Guise FC for a minimum of 12 months
- Refund the Club the full cost of the Course, Qualification or Check should I step down or cease to coach before completing the 12-month period, within 30 days of asking
- Be asked to accept a Direct Debit mandate for ease of Club and Volunteer invoicing and reimbursements
- Reimburse the Club the full cost of any Fine, Penalty or Fee imposed upon the Club by the League, County FA or The FA as a result of my behaviour, or the Team under my care's behaviour, within 14 days of asking



Safeguarding and Welfare

The Club recognises its responsibility to safeguard the welfare of all children, young people and vulnerable adults who are in membership of the Club. The Club will aim to provide good quality football in a safe environment by adopting the procedures and working practices of the Football Association's Welfare Policy, which includes having a Club Welfare Officer.

The club requires all coaches to be DBS checked (and for that check to be in date) and all coaches and club officials to have completed their safeguarding children training and read and comply with the FA Safeguarding and Welfare guidelines found via the following link:

<http://www.thefa.com/football-rules-governance/safeguarding>

Please refer to the club's full Safeguarding Policy in Appendix A.

Social Media and Public Statements

Club Officials, Coaches, Players and Parents are subject to responsible use of social media and communication platforms:

No person associated with the club shall use social media to criticize, bully or be in any way detrimental to the club or any other person either involved in the club or at another club via social media or other communication platforms.

Social media shall not be used by any adult to contact directly any child other than those who are in their care.

No person shall post an image of any other person involved in the club without their express permission.

Failure to abide by these rules may result in being instantly asked to leave the club.



Management Committee

The Club Committee will act for the members of the Club and shall (as a minimum) be comprised of the following nominated Officers: Chairperson, Secretary, Treasurer & Welfare Officer. These Officers shall be appointed at the Annual General Meeting and hold their posts for a calendar year but may seek re-election at the following year's AGM.

Any liabilities incurred shall fall upon the membership of the Club providing the Club Committee acts in accordance with the Constitution, in honesty and good faith.

The Club Committee shall meet bi-monthly (or as determined by the Chairperson) and the Secretary will convene all meetings. The quorum necessary for Club Committee meetings shall be three.

The Club Committee shall be responsible for interpreting the Club Constitution in relation to the operation of the Club's affairs. Proposed amendments to the Constitution can only be agreed at the AGM. All decisions of the Club are by consensus. Where the Club cannot reach consensus the item will be deferred for further discussion.

Responsibility for all property owned or leased by the Club rests with the Club Committee.

The Club Committee is responsible for the recruitment and management in the event that any staff are employed by the Club.

The Club Committee welcomes feedback from coaches, players and parents and this feedback will form part of the agenda at the next committee meeting.

Finance

A bank account shall be opened and maintained in the name of the Club (the "Club Account"). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.

The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.

The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

The Club may also in connection with the sports purposes of the Club:

- sell and supply food, drink and related sports clothing and equipment;
- employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person concerned being present;
- pay for reasonable hospitality for visiting teams and guests;
- indemnify the Club Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets)



- The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six years.
- The Club shall prepare an annual "Financial Statement", in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at general meeting. A copy of any Financial Statement shall, on demand, be forwarded to The FA.
- The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer ("the Custodians"), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
- The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.
- The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.
- The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club. The Chairperson, Secretary and Treasurer shall be empowered to spend funds in the best interests of the club.

All monies raised by, or on behalf of the Club shall be applied to further the aims and objectives of the Club and for no other purpose. While the club shall attempt to maintain a float in its accounts for unexpected expenses the club shall make an effort to keep such subscriptions as low as possible and only cover costs. The club neither expects to, nor attempts to make a profit on its activities.

The Club Treasurer is responsible for collecting membership subscriptions and maintaining the financial accounts of the Club detailing all income received and expenditure made. The financial year of the Club starts on 1st July and ends on 30th June.

Fees

Our fees are based on actual costs incurred, the main costs for the Club being training facilities, equipment for coaches, pitch marking, referee fees, pitch / ground rental and insurances. Fees may change from season to season and may vary by age group. Subscription fees shall be clearly communicated during the registration process each season.

Player membership and registration fees cover the cost of League and County Cup registration fees, Match Day and Training facilities and equipment to be made available throughout the season (with the exception of October Alternative Training Arrangements), and the cost of Officials for competitive (U12 upwards) fixtures.

Playing/Training Kits are funded via the team's Sponsor, with the team coach taking responsibility for managing these.



Fees

Full membership fees for season 2026/27 are payable as follows (this includes a £30 registration fee):

- For any child wishing to join a team in age group up to u11: £240.00
- For any child wishing to join a team in age group u12 and above: £265.00

Fees are payable as follows:

Preferred: Payment of the £30 registration fee by 30th June 2026, then 100% of the child's membership fee payable on registration (by 30th June 2026 latest)

Alternative: Existing player renewals to pay £30 registration fee by 30th June 2026, then periodic payments as per the schedule below

	Subs Costs (excluding Registration Fees) When Registering...								
Subs Type	Prior to Oct	During Oct	During Nov	During Dec	During Jan	During Feb	During Mar	During Apr	After Apr
U7-U11 No Kit	£210	£189	£168	£147	£126	£105	£84	£63	£30
U7-U11 Sponsored Kit	£210	£189	£168	£147	£126	£105	£84	£63	£30
U7-U11 Club Kit	£235	£211.50	£188	£164.50	£141	£117.50	£94	£70.50	£38
U12-U18 No Kit	£235	£211.50	£188	£164.50	£141	£117.50	£94	£70.50	£38
U12-U18 Sponsored Kit	£235	£211.50	£188	£164.50	£141	£117.50	£94	£70.50	£38
U12-U18 Club Kit	£260	£234	£208	£182	£156	£130	£104	£78	£45

No child shall be registered to play or train for the Club until a minimum of the fee due for the month of Registration is paid.

Payments made for children will be checked regularly and any person falling behind in making payments may be contacted by the Committee or you may be asked to help retrieve funds.

If a child's subs remain unpaid for 30 days since the invoice was issued, the player will be temporarily suspended from Training and Match Day activities, until the overdue balance is settled.



Refunds of subs are only given in the event of a Player leaving the Club. No refund will be provided if any of the above discounts were awarded. The refund will be pro-rata and no refunds are issued after the end of February. Please ask the Parent to contact the Treasurer for a refund settlement.

Any reduction to the subscription fee in any circumstances are at the discretion of the Committee.

The following discounts apply:

Committee Members:	50% discount on all subs fees
Coach:	50% discount on one child
Sibling discount: lowest subs fee)	50% discount on a second sibling only (discount is applied to the
Training only:	50% discount on subs fees

Only one type of discount may be taken advantage of (i.e., the maximum discount is 50%)

There is no discount for children playing on more than one of our teams

Any child registering part way through a season shall be subject to a £30 registration fee. The rest of the subscription shall be charged as follows on a sliding scale:

Register during	Oct	Nov	Dec	Jan	Feb	Mar onwards
Up to U11	£185	£160	£135	£110	£80	£30
U12 and above	£200	£170	£140	£110	£85	£30

Refunds of subs are not given if any of the above discounts were awarded. The refund will be pro-rata and no refunds are issued after the end of February

Register during	Oct	Nov	Dec	Jan	Feb	Mar onwards
Up to U11	£185	£160	£135	£110	£80	£30
U12 and above	£200	£170	£140	£110	£85	£30

Any reductions to the subscription fee in any circumstances are at the discretion of the Committee.



Player Registration

All registrations for the season may be completed online via the Aspley Guise FC registration form. By completing your application, you are agreeing to be bound by the rules and codes of conduct contained in this document.

Within the application you will have the chance to opt in to receive information and communications from the club, we would encourage you to do so in order to receive the latest updates.

Fines

Please inform the club secretary straight after the match if one of your players has received a yellow/red card. The appeal period is 48 hours from the day of the match the player receives the card. The Club will pay the fine to the League/FA at point of issue, on behalf of the coach/player. The coach/player's parent/guardian is required to reimburse the Club within 30 days. The Club Secretary will provide the coach with the fine information and Club account details, for the coach to communicate this to the player's parent.

Players with overdue fines or penalties of 30 days or more will not be allowed to participate in matches or training until the overdue amount is balanced.

Expenses

Any expenses must be authorized in advance of any expenditure by emailing the Treasurer or the Chairperson.

Once authorized, please pay yourself in the first instance, and claim back by emailing your receipt to finance@aspleyguisefc.co.uk.

Expenses with no receipts cannot be repaid.

Any Club requested courses e.g., DBS, safeguarding, first aid training should be paid by coaches, then will be expensed fully where receipts are presented.

Referee fees – these can only be claimed for competitive age groups (U12 upwards) for league and County Cup games (though finding a referee is your own responsibility).

Maximum referee fees claimable as follows:

	Under 12's	Under 13-14's	Under 15-16's	Under 17-18's
League Games	£25	£30	£35	£40
Cup Games	£36	£36	£40	£46

These figures will be reviewed as with any pre-season changes from the Leagues or County FA.



October bat preservation/ alternative training facilities – £50 per week contribution will be paid by the Club for coaches to find an alternative host venue.

Dissolution

A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.

Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.

Complaints Procedure

A complaint is an expression of dissatisfaction with the conduct of the club, its committee(s), coaches, volunteer officers, players, or with alleged unfair practice in connection with the club.

In any football club, differences and misunderstandings may arise. Successful resolution of differences depends on the willingness of the parties involved to communicate with one another. Where possible, the Club will look to resolve complaints using our Club Complaints Procedure linked in Appendix A.



Appendix A.

Please include loose-leaf copies of the following. You can also contact the Club secretary at secretary@aspleyguisefc.co.uk for a copy of these.

- Club Complaints Procedure 2026-27
- Code of Conduct Policy 2026-27
- DBS & Safeguarding Expenses Form 2026-27
- Equality Policy 2026-27
- Safeguarding Policy 2026-27
- Data Protection Policy 2026-27
- Health & Safety Policy 2026-27
- Volunteer expense form 2026-27

