

Clarbeston Road AFC



**FAW & MacDonalds West Wales
Community Club of the Year 2020**

Welcome Pack 2025-26 Season



Registered Charity Number: 1163455

Welcome to Clarbeston Road Football Club

On behalf of the trustees of Clarbeston Road Football Club I should like to offer you a warm welcome to our club. We have been providing access to football for our local community since 1961 and we are previous winners of the FAW Wales Club of the Year award (2003 & 2008) and the FAW & MacDonalds West Wales Community Club of the year (2020) recognising our close relationships with our local community.

This season, we will have mixed mini and junior teams for most age groups; from Under 6s through to Under 16s, along with girls teams at Under 7s, Under 9s, Under 11s, Under 14s and Under 16s. We have 2 senior men's teams, competing in the 1st and 3rd Divisions of the Pembrokeshire League, a women's team competing in the Pembrokeshire Women's and Girls League and a large pan-disability squad, the Clarby Warriors who take part in festivals across South Wales. We hold the Insport Silver standard for our work with disability football and we have achieved the FAW Trust's highest accreditation level of Platinum each year since the 2019-20 season.

We are a registered charity (charity number 1163455) and we have 12 trustees who manage the club. We own our main football ground at Knock Field, where much of our mini football takes place, and where our first choice, full sized pitch is located. We lease and rent 2 further fields in the village with full sized pitches and we have changing rooms in the centre of the village, opposite the Cross Inn, an important sponsor and our unofficial HQ!

We continue to progress our plans for the development of the club facilities, with current proposals for a new mini pitch and improved parking capacity at our Graham Roberts Field site. We are also giving consideration to improving facilities for hosting other activities and events for the local community.

The success of the club is based on the hard work of our many volunteers, including the trustees, our 45+ trained coaches and many other helpers and sponsors. Without their support, we would not be able to provide what we do for the community. However, we always need more volunteers to help with a range of tasks and I would also encourage all players and their families to get involved with our events and fundraising programme. If you wish to take a more active volunteering role in the club we would be very pleased to hear from you (see details on page 5).

We hope this pack will give you much of the information you need to make the most of being part of our club. However, there is a lot more on our web site and we publish ongoing news on our Facebook site and Twitter feed.

Steve Brown, Chair of Clarbeston Road AFC

Our Coaches

All of our junior and mini coaches are trained to coach young people. They have all, as a minimum, achieved the FAW Leaders Award and 9 have achieved the UEFA B or C Certificate/Licence standards. We go beyond the minimum requirements and ensure that coaches, who are not otherwise professionally trained, attend the FAW training in Safeguarding, together with the FAW Emergency First Aid qualification. All of our coaches and volunteers who have contact with children, young and vulnerable people have to go through the Disclosure Barring Service (DBS) checks.

We encourage senior players and parents to become involved as coaches, helpers and for other volunteering roles. Each year we have some 16-18 years old player volunteers who develop coaching skills alongside their A level studies. We also support students to gain experience as part of sports courses, the Duke of Edinburgh award scheme and their Welsh Baccalaureate studies.

Safeguarding

Our Club Safeguarding Officer is Owen Roberts. In the unlikely event you have any concerns about safeguarding or the welfare of anyone under our supervision, please report these to Owen for investigation. He may be contacted on 07966 068729. Any concerns about inappropriate behaviour of third parties in the vicinity of our activities, or any safety hazards, should be reported to our coaches without delay. We follow the FAW Communications Guidelines – Safeguarding to ensure appropriate use of social media.

Photography

We wish to publicise our activities on our web site and Facebook site and we often have local press interest in our matches. We seek consent from parents and guardians for this to take place and we will not publish photos or videos including your children, or identify them, without your consent.

Codes of Conduct

We have adopted the FAW Codes of Conduct for our coaches, players parents, team officials and spectators. We have expectations of high standards of conduct and behaviour for everyone associated with our club and we will be grateful for your assistance in both meeting these standards and letting us know if you have any concerns that we may need to address. Please see our web site for full details, a summary of which follows.

Code of Conduct for Players and Parents

Our code of conduct is essential to the success and future development of Clarbston Road AFC. We strive to create a positive atmosphere, free from foul and abusive language, undue pressure, embarrassment and prejudice. This is crucial in order for young players to be able to play, develop, enjoy and express themselves.

We have an Equality Policy (available under the Club Policies section of our web site) and we have adopted the FAW Codes of Conduct for coaches, players, parents, relatives and other spectators. In particular:

- Foul and abusive language from Players, Parents, Team Officials or Spectators will not be tolerated.
- Players, Parents, Team Officials & Spectators are requested to respect the Referee and Officials and any decisions they make. No abuse of Referees or Officials will be tolerated.
- All persons are expected to let the children play without being intimidated by screaming and shouting from the touchline. Players often become distracted and confused when hearing conflicting comments and instructions, and as a result their performance, confidence and enjoyment may suffer. We ask spectators to stand well back from the touchline and we apply the FAW "Behind the Line, Behind the Team" guidance.
- We encourage positive support as opposed to criticism for mistakes. Young children do not respond well to negative feedback.
- Serious disciplinary Issues will be dealt with by the Club Committee
- The taking of pictures or the videoing of the children is strictly forbidden without prior permission of the club and the parents of ALL of the children involved.
- The principles of our code of conduct are applied to the Club social media sites. We will act to deal with any inappropriate postings.
- Failure to comply with this code may result in exclusion of individual Players, Parents, Coaches, Managers or Spectators from the club

Data Protection and Privacy Policy

As for any other organisation holding personal information about its members we are required to meet the requirements of the General Data Protection Regulation.

Clarbston Road AFC is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership or volunteering, Clarbston Road AFC is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

Details are of our Data Protection Policy and our Privacy Policy (referred to as a Fair Processing Notice) are held on our web site and can be viewed through the following link:

<http://www.clarbstonroadafc.co.uk/data-protection-policy.html>

Membership Fees

Our membership fees are set to match the expenditure required to deliver football to our community and include the FAW Comet annual registration fees. The last payments for the 2024-25 season are to cover the period to the end of August. Payment of our fees for the 2025-26 season will commence on 1st September 2025 and can either be paid as a lump sum or may be collected monthly, spread over 10 months to the end of June 2026. We are using the Spond app for fee collection which will be as follows:

- Mini and Junior players £120 per year (or £12 per month over 10 months)
- Women players £144 per year (or £14.40 per month over 10 months)
- Senior men players £156 per year (or £15.60 per month over 10 months)*
- Players in the 16-18 years age band £120 per year (or £12 per month over 10 months)

[*Men's matches incur costs for paid referees so their rate is slightly higher]

Adult Warriors players will pay £10 for every 3 training sessions with separate payments for travel to festivals.

Anyone who would have difficulty in making payments through the above arrangements may contact us to discuss alternatives. If preferred, players/parents may make annual lump sum payments but no rebates will be given if players transfer/stop playing, unless there are exceptional circumstances such as serious, long-term injury or moving away from the area.

We believe that the membership fee rates compare favourably with those of many other clubs and sports. Inclusion of the annual FAW registration fee in the membership also avoids the administrative burden of a separate fee collection system.

We would be happy to confidentially support anyone who needs to use the scheme FAW PAWB scheme that supports cases of hardship. Further information can be found on <https://pawb.cymru>

Membership waiting lists

For some time, demand has exceeded the club's capacity for some younger age groups, leading to the requirement to hold applicants on waiting lists. When a vacancy in a mini football squad arises, players on a waiting list will be given a place according to an agreed set of criteria prioritising those players from local communities. We do not select on perceived ability, taking account of the FAW values for small sided football, which state 'Small Sided Football is for boys and girls aged 5 to 13 of all abilities who are interested in football.'

Priority will be given to children of club volunteers and players, those with siblings who are members, those from a family associated with the club and those living in local communities.

Although the criteria we have developed refer to the catchment areas of schools, this is used only to describe where a child lives. The child does not have to attend their catchment area school, other than for those in criterion 4, which takes account of the club's link agreement with these schools.

The policy does not apply to current squad members and no current player will lose a place in a squad. The policy does not apply to the Clarby Warriors as the team provides pan-disability football county-wide.

Priority order for admitting new members off waiting lists.

1. Children of current club volunteers
2. Children with family histories of membership and volunteering with the club
3. Children living in the catchments of schools in Group A¹
4. Children living in the catchments of schools in Group B² or in Crundale
5. Children from outside the areas above with a parent/guardian who commits to volunteering within the club.
6. Children who are siblings of current club players
7. Children attending primary schools in Haverfordwest
8. Children living elsewhere in order of distance
9. In the case of the Under 12 and Under 13 age groups, secondary school-aged children who do **not** live in the catchment areas of the schools in Groups A and B will be allocated places in order of proximity to Clarbeston Road.

Notes:

- (i) Special consideration will be given to requests for membership by Looked After Children.
- (ii) Where more than one applicant is in the same priority group, they will be allocated a place based on the length of time they have been on the waiting list

¹ Group A - St Aidans VA School, Spittal VC School and Ysgol Gymunedol Maenclochog. The club has link agreements and has provided after school coaching in these 3 schools

² Group B - Wolfs Castle CP School, Puncheston CP School, Brynconin Primary School Clynderwen; other local schools with a similar rural nature to those above and to Clarbeston Road.

Training arrangements and ground rules

Much of our training takes place at all weather local authority pitches in Haverfordwest, with some in Pembroke. Please speak to individual coaches to confirm times and any other alternative arrangements. The cost of training sessions is included in membership fees and no extra payments are required. In the event of cancellation due to adverse weather, we will endeavour to

notify players and parents through appropriate social media (Facebook, Whatsapp etc)

Directions to our pitches and facilities in Clarbeston Road can be found on our web site (www.clarbestonroadafc.co.uk/how-to-find-us.html)

We have a few sensible ground rules to help things run smoothly;

1. Players must wear the correct kit for the playing surface at all times eg. suitable football boots, or astro/3G trainers and shin pads. Kit appropriate to the weather conditions should also be worn, including waterproof tops during wet weather and water bottles should be provided, particularly in warm weather
2. The FAW recommends that players who need prescription lenses wear polycarbonate lenses (sports goggles) when playing football. If match officials feel that glasses and frames present a risk to the wearer or other players they may not allow the glasses to be worn
3. No litter is to be left on the playing fields or surrounding areas
4. Strictly no sweets/chewing gum etc are allowed during training or playing
5. Players who disrupt the training for others will be reported to their parent/guardian and may be asked to leave the session if it persists.
6. Parents and guardians are requested to arrive in good time to drop off and pick up so that all children are ready to start training promptly at the assigned time for their age group. Parents are excluded from the caged or fenced training areas.
7. The club operates the FAW "Behind the Line, Behind the Team" initiative that creates a buffer zone between spectators and playing areas.
8. Clarbeston Road AFC cannot accept responsibility for the safety of children once they leave our facilities or supervision.
9. Please park considerately to allow safe access and exit from training facilities and pitches. We have improved car parking at our Knock Field site (Pitch 1 and Junior/Mini pitches) and we have plenty of capacity for normal match days. However, please park considerately to enable us to use the full capacity at the site and to avoid overflow parking on the highway. We have also provided off road parking at our Pitch 3 site for

both Pitches 2 and 3. There is a safe pedestrian route within Pitch 3 with a crossing point to Pitch 2 for players and spectators. Please do not drop off players or park on the road as this creates both safety and congestion hazards. In the event that our Pitch 3 car park is full, there is normally space in the lay by in the village or at the Memorial Hall, only a short walk away.

10. All injuries or medical conditions that may affect training or playing (including heavy colds, asthma or any history of concussion) **must** be reported to the Coach prior to the session. Any player deemed unfit to take part will be returned to their parent/guardian. The welfare of the child must be considered at all times.

Useful names, numbers and links

Role	Name	Contact details
Chair	Steve Brown	
Vice Chair	Jason Wall	
Secretary	Steve Stretch	07976 944430
Mini & Junior Fixtures Secretary	Steve Brown	
Girls & Women Fixtures Secretary	Emma O'Sullivan	
Men's Fixture Secretary	Matthew Ellis	
Treasurer	Jenny Lewis	
Warriors Disability lead	Ian Eynon	
Volunteering Coordinator	Gemma Constable	
Safeguarding Officer	Owen Roberts	07966 068729
PAWB Equality Champion	Ian Eynon	
FOR HER Champion	Emma O'Sullivan	
Senior Men 1 st Team	Matthew Ellis	
Senior Men 2 nd Team	Matthew Brown	
Women's Team	Alice Rees	
Under 16s Mixed	Matthew Davies	
Under 16s Girls	Mathew Francis	
Under 14s Mixed	Sam Lee	
Under 14s Girls	Meg Thomas	
Under 13s Mixed	James Griffiths	
Under 13s Girls	Gemma Constable	
Under 12s Mixed	Andrew Hamid	
Under 11s Girls	Nathan Griffiths	
Under 11s Mixed (2 teams)	Jason Wall	
Under 10s Mixed (2 teams)	Alice Rees	
Under 9s Girls	Freya Marshall	
Under 9s Mixed (2 teams)	Bobby Owen	
Under 8s Mixed (2 teams)	Ka Lun Ng	
Under 7s Girls	Alice Rees	
Under 7s Mixed (2 teams)	Lee Rees	
Under 6s (2 teams)	Steve Brown	

Our web site address is www.clarbestonroadafc.co.uk
Our Facebook site is www.facebook.com/ClarbestonRoadAFC
Our Twitter address is [@ClarbyRoadAFC](https://twitter.com/ClarbyRoadAFC)

Fundraising

It costs around £40,000 each year to run our club, before we invest in any improvements, and we aim to meet our running costs through our membership fees. We carefully manage our expenditure to keep our membership fees affordable as we do not wish to exclude anyone on the basis of being unable to afford to take part. We aim to use income from sponsorship and fundraising for improvement projects for the benefit of our members. It is therefore really important that everyone supports our fundraising initiatives and events. There are a number of ways in which you can help:

If you have a business:

Please consider sponsoring an advertising board alongside our pitches. These are available at £100 per annum

If you are a member, parent or supporter:

Please consider entering our weekly Bonus Ball competition. It costs only £1 per week and you can win £25 if the number you are allocated is the Bonus Ball in the Saturday National Lottery draw. Forms can be picked up directly from our web site on:

<http://www.clarbestonroadafc.co.uk/bonus-ball.html>

Also please consider taking part in organising or supporting a fundraising event to supplement the programme organised by the trustees. No experience is necessary but if you do have some fundraising experience or can spare a little time, we would be very grateful for your support. If you are interested in helping us please contact Steve Stretch on 07976 944430 or on steve.stretch@yahoo.co.uk

At the very least we hope our members and supporters can attend our fundraising events. These provide an important part of the social calendar for our part of Pembrokeshire and there should be something for everyone!

Our Sponsors

We are grateful for the generous support of the following current or recent sponsors/funders:

BeGreen (Wales) Ltd
Blas y Tir
Cross Inn, Clarbeston Road
Cymru Football Foundation (Sustainability Grant)
DJM Services (Pembs) Ltd
David Rees Fencing & Agricultural Services
Fishguard Chiropractic Clinic
Frenni Transport Ltd
Gary Thomas Plant Hire
Gas 4 Wales
Green Warmth
Gwilym J Morris & Son
Harries Eggs
J E Lawrence & Son Ltd
John Nicholas Insurance
John Boot
JPS Consultancy
Lloyd and Pawlett
Lloyds Dairy Centre
Llys y Fran Meadow Camp Site
Longlands Farm Cottages
D.B & J Lewis (Builders)
New Haven Investments
Oak Veterinary Group
One Stop Property Development
Pembrokeshire Spray Company
Pren Da Carpentry
Preseli Solar
Pump on the Green, Spittal
RAM Plastics Supplies
Ray Rees & Son
Rhoswell Construction
RWE Pembroke Power Station
Sara John SLT
South Hook LNG
Skybound Therapies
SPL Plastering Group Ltd
Sport Wales (Be Active Fund)
TBS Skips
Tesco Community Fund
Thomas Turf
Totally Welsh
Valero
Vincent Davies
Dorothy Watkins Foundation

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