



# TOBY FOOTBALL CLUB

FOUNDED 1932

[www.tobyfc.co.uk](http://www.tobyfc.co.uk)



## Membership Terms & Conditions

### 1. The Club

The Club refers to 'Toby Football Club', 'Toby FC Women' and 'Toby FC Youth'.

### 2. Membership

Players\Parents must accept these terms and conditions of membership before every season, so that they can be registered to play, utilise the facilities (along with their guests) and for insurance purposes.

### 3. Membership Fees

Annual Membership Fees are set as per the below tariff. This covers the player's membership of the Club, their registration and their team's affiliation with the League\County, insurance and all cup competition entries. Players will not be registered until their membership fee is paid.

### 4. Subscription Fees

Match Subscriptions are set as per the below tariff. This covers each team's running costs for pitches, training, match officials, kit, equipment, etc.

### 5. Payments

The Membership Fee is required to be paid up front by bank transfer. Subscription Fees can be paid in full, up front by Bank Transfer or monthly by Direct Debit. When paying by Bank Transfer please use the players name as the reference:

Account Name: Toby Football Club | Sort Code: 20-32-06 | Account Number: 73465314

### 6. Direct Debit Mandate

The club operates a Direct Debit system via GoCardless to automate the collection of payments. The schedule of payments is set out below in the fees tariff. Players will not be registered until the Direct Debit has been set up. If any payments fail, then the member is responsible for any charges incurred. If a Member cancels their Direct Debit, they will be restricted from playing until their payments are up to date. Sign up here: <https://pay.gocardless.com/BRT0002D4BMBTTJ> or scan the QR Code. Should you choose to pay your fees in full, you still need an active Direct Debit, in case of any disciplinary fines that you may need to pay.



Scan to sign up  
Powered by GoCardless

### 7. Discounts

If you play for more than one team or are a parent with multiple children playing for the Club, then you will receive a 10% discount on your subscription fees.

### 8. Concessions

Team Managers may require the registering of an emergency 'casual' player, in scenario's where a team is short of numbers or requires a player for a specialist position e.g. a goalkeeper. In this scenario a casual player would not need to pay the membership or subscription fees. Instead, they will pay on a per game basis as per the tariffs below. They will still need to have set up their DD before being registered, to pay the match fee, and cover the Club against any disciplinary fines incurred in the game. Should a casual player reach 5 games, they are then classed as full members and will be moved onto the normal model whereby they will need to pay the Membership Fee before playing again.

### 9. Refund Policy

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Ben Morgan  
Chairman  
Toby Football Club  
[benmorgan@tobyfc.co.uk](mailto:benmorgan@tobyfc.co.uk)  
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Should a member pay in full for the season and decide to cancel their membership, then a pro-rated refund of their subscription fees will be reimbursed.

## 10. Debts

Members are expected to clear any outstanding debts from the previous season before the start of the new season. Memberships will not be approved by the club until this is paid or a suitable repayment plan is in place. Members may be reported to the Essex County FA for debt recovery. If you are struggling to pay or have any financial concerns\difficulties, then please reach out to [treasurer@tobyfc.co.uk](mailto:treasurer@tobyfc.co.uk) and we will always try to accommodate and resolve any problems

## 11. Welfare & Safeguarding

The welfare of our players is of paramount importance and we take pride in making the club a safe environment for all of its members. Any forms of discrimination or bullying will not be tolerated. Please remember that we have under 16 members of our club, so please read and familiarise yourself with our Child Protection Policy:

<http://tobyfc.co.uk/Documents/ChildProtectionPolicy.pdf>

If you face any issues or wish to report any poor behaviour, then please reach out to our Child Welfare Officer who will be able to support you and handle the situation

[cwo@tobyfc.co.uk](mailto:cwo@tobyfc.co.uk)

## 12. Policies

The Club have very strict policies on conduct, equality and child protection. Any member found to be bringing the club into disrepute or failing to adhere to these policies, on or off the pitch, will be dealt with by the Management Committee and could face termination of their membership. Please read our Equal Opportunities Policy here:

<http://tobyfc.co.uk/Documents/EqualOpportunitiesPolicy.pdf>

Please read the FA Code of Conduct here:

<http://tobyfc.co.uk/Documents/FACodeOfConduct.pdf>

## 13. Respect

Players are to respect all facilities home and away. Pick up all their rubbish, do not clean their boots in the showers and behave in a respectful manner to all club staff and officials. Display and promote high standards of behaviour as you represent our club at all times, not just when you're on the pitch. For more info please read here:

[www.thefa.com/respect](http://www.thefa.com/respect)

## 14. Communication

The club has a Whatsapp Community, with sub-groups for the Committee and teams. Content is solely restricted to football only information. The CWO will be present in all groups containing anyone under the age of 18. You may request to join other groups, whereby this will be checked by a Community admin. All Club Announcements will be made via this main channel.

## 15. Issues\Complaints

If you face or witness any issues at all, with any aspect of the football club, then please raise your concerns with our secretary at [secretary@tobyfc.co.uk](mailto:secretary@tobyfc.co.uk)

## 16. Insurance

The Club is covered for Personal Accident and Public Liability insurance. Should you suffer an injury or have an accident on the premises, then please reach out to our



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Welfare Officer at [cwo@tobyfc.co.uk](mailto:cwo@tobyfc.co.uk). If you wish to read our policies, then please request a copy from [secretary@tobyfc.co.uk](mailto:secretary@tobyfc.co.uk).

## **17.Kit & Teamwear**

Official match kit will be provided to each team by their manager. Kits cannot be taken home, unless with the prior consent of your manager. Any lost kit must be replaced at your own cost. Members can purchase teamwear, via the Club Shop page on the clubs website or direct via <https://clubwebshop.com/tobyfc>

## **18.Player Sponsorship**

Players are encouraged to source a sponsor to cover their fees where possible. This is not mandatory but welcomed, so that players can play without personal cost. Sponsors will get coverage on the Clubs social media outlets for any goals, clean sheets, player of the match, etc.

## **19.Meet Times**

Senior Players are expected to arrive 1hr 15 minutes before the match. Please plan your journey in advance and leave enough time to travel. If you do not drive and rely on a lift, then please ensure to arrange this early in the week. Please do not be late. Youth meet times will be advised by your manager.

## **20.Match Availability**

Managers will contact the players, requesting that they confirm their availability for the upcoming fixture. The players are expected to confirm their availability ASAP. Failure to do so could lead to exclusion from the squad. If a player cannot play, then they are expected to explain the reason.

## **21.Squad Selection**

Where a First and Reserve Team operates, players are expected to move up and down between teams as the managers see fit. Managers are in constant dialog with each other regarding player performances, to determine their team selections each week.

## **22.Squad Announcements**

Once all of the player availability responses have been received, the managers will decide upon their squads. The Manager will then release their squad and advise which team the player has been selected for, whilst providing the details for the fixture.

## **23.Training**

Sessions will be held at the club until the end of September. Sessions will then be held each week from October until April on a hired artificial pitch with floodlights. All players are expected to train every week and the costs are included in the subscription, where applicable. Your team managers will inform you of the venue and timings for your allocated sessions.

## **24.Personal Details**

Should any of the member's personal details (email, address, phone numbers, etc.) change during the season, it is the member's responsibility to inform the secretary [secretary@tobyfc.co.uk](mailto:secretary@tobyfc.co.uk). By agreeing to these Terms of Membership you consent to the club storing your personal data for use with club only activities. Your data will not be shared with any third parties.

## **25.Registrations**

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All new players are required to complete a club Membership Form, have read the FA's code of conduct and have their photo taken for their FA registration.

## **26.Substitutes**

All substitutes are required to wear a bib, to identify them to the match officials whilst warming up.

## **27.Discipline**

Players are expected to pay their own fines for cautions, send offs and any associated costs incurred by the Club subsequently. The committee reserve the right to call forward any players to discuss their discipline as it sees fit. Any adverse behaviour deemed to be inappropriate by the Committee can lead to instant cancellation of membership.

## **28.Fines**

Fines could be levied at the manager's discretion for lateness, incorrect teamwear and for missing club events. Fines will be added to a central player's pot, which will be spent at the discretion of the Player Representatives.

## **29.Accidents & Emergencies**

In the event of an emergency please call 999 and adhere to the clubs Emergency Plan which can be found behind the bar in the clubhouse, whereby a log book is maintained to record all incidents

## **30.Veo Recording**

The club records all home games. When there is a fixture clash, the senior team will take precedent. Each member will receive a link to watch the match, and managers can create personal highlights to review footage with their teams.

## **31.Hospitality**

Players and supporters of both teams, along with the match officials, are welcome in our clubhouse for refreshments after the game and to make use of our facilities. For Senior teams, managers may impose a fine should you not stay for a drink after the game.

## **32.120 Club**

The committee operates a Lottery style syndicate to raise vital funds for the club. There is a monthly draw with £250 and £50 prizes. There are 120 Numbers which cost £5 per number per month. The draw will be made on the last Saturday of every month. Every member is encouraged to buy one number and sell at least one to family and friends. Should we fill the available numbers as the club grows, we will extend the numbers and increase the prize money accordingly. <http://www.tobyfc.co.uk/100club>

## **33.Website**

The Clubs website, <http://www.tobyfc.co.uk>, is the hub of all information contained by the Club. It is important that the members visit the website regularly to check fixtures, events, match reports and news items. All members have an account to log in and view their personal information like profile, stats, finances, etc. New members can click on Forgot Password and it will email you details of how to log in.

## **34.Media Consent**

By agreeing to these Terms of Membership you consent to the club recording you during matches on Veo, using your photo on social media posts, on the club website and with



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any advertising\sponsorship. If you do not wish to give media consent then please reach out to your team manager.

### **35.Social Media**

It is important for the profile of the Club that you actively engage with the club's Twitter, Instagram, TikTok, Facebook and YouTube accounts. Members are expected to represent and promote the club using their own social media profiles, identifying themselves as Toby FC players. Members will use social media appropriately and refrain from posting about match officials, opposition, league or county in any forums. Consideration should also be taken when posting match results, in the event of lopsided scorelines in youth football.

### **36.Events**

Events will be organised throughout the year, culminating in the annual Toby Fest Club Awards day, where we all come together to celebrate the season. All members are encouraged to attend as many events as possible to support the club.

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## TARIFFS

### Fees & Fines

Fee\Fine	Amount	Schedule
Membership Fee	£100	Due immediately before registration
Sin Bin	£12	
Yellow Card	£12	
5 <sup>th</sup> Yellow Card	£15	Payment scheduled immediately upon receipt of the sanction from Essex FA
Red Card	From £35 depending on reason	

### Subscriptions

Subscription	Amount	Schedule
Senior First Teams	£50	2 monthly payments of £25
Senior Reserve Teams	£200	8 monthly payments of £25
Senior Teams (with no Training costs)	£75	3 monthly payments of £25
Youth Teams (U12 and above)	£180	6 monthly payments of £30
Junior Teams (U11 and below)	£160	8 monthly payments of £20
Community Initiatives (Wildcats, Mini Kickers & Squad Girls)	£2 per session	Cash on arrival
Concessions	£10 per game	Payment scheduled immediately after the match has been played

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## FAQs

### 1. Why are fees different between Senior Teams?

As we progress through the pyramid, it is important that our teams can compete in the tiers that they operate. The higher you go, the model changes from players paying to play, to not paying at all and finally to getting paid to play. In order to attract players for a given tier, we need to be competitive with our subscriptions. Players should strive, and will be encouraged, to play at the best of their ability. There is also more prize money the higher tier you play at.

### 2. Why is it cheaper for Junior Teams than Youth Teams?

Junior teams don't have paid officials, so this saving is passed on to the members.

### 3. What happens if I play for two teams? E.g. Men's First Team and Sundays

In this scenario you would pay one membership fee and both subscriptions at 10% off. £100 + £45 + £67.50. For further clarity please ask [treasurer@tobyfc.co.uk](mailto:treasurer@tobyfc.co.uk)

### 4. What happens if I've got multiple children playing for the Club? E.g. My son plays for the U16s and daughter for the U10s

In this scenario you would pay two membership fees and both subscription fees at 10% off. Child One £100 + £162 and Child Two £100 + £144. For further clarity please ask [treasurer@tobyfc.co.uk](mailto:treasurer@tobyfc.co.uk)

### 5. When do the monthly payments start?

Your Membership Fee needs to be paid immediately. Your first monthly payment will be scheduled for the 1<sup>st</sup> of the next Month. E.g. you become a member in August and pay the £100, your first subscription payment will start on the 1<sup>st</sup> of September

### 6. What happens if I join halfway through the season?

If you join after Christmas, then you only need to pay half of the Subscription fees

### 7. What happens if I'm injured or leave the club?

If you get injured or leave and you pay by Direct Debit, then please inform your manager and the Treasurer [treasurer@tobyfc.co.uk](mailto:treasurer@tobyfc.co.uk), and they will stop the Direct Debit. If you've already paid in full for the season, then your subscription fees will be refunded on a monthly pro-rated basis. E.g. you play for a Senior Reserve Team and have just suffered a long-term injury in Feb. You will be refunded £20 per month (based on a 10-month season) for March, April and May. Likewise, if your child plays for the U11 Boys and you choose to leave, your fully paid subscriptions will be refunded at £16 per month.

### 8. What happens if my Direct Debit fails or I cancel it?

If you cancel your Direct Debit you will not be legible to play until it has been set back up. If a scheduled payment fails, you will be liable to cover the charges, and it will try again. If you are facing any financial difficulties then please do reach out and we can help or advise you.

### 9. What happens if my child loses their kit?

If you lose or damage your kit, then your manager should have a spare to lend you until a new kit has been ordered. Unfortunately, this is at your own cost as only one kit has been included with your fees.



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## **10. What should I do if I don't want my child to be photographed or on Veo?**

If there are any welfare issues surrounding a child being photographed or videoed then please inform your manager and the Child Welfare Office [cwo@tobyfc.co.uk](mailto:cwo@tobyfc.co.uk).

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## OUR COMMITTEE

Member	Position	Email	Mobile
Ben Morgan	Chairman	<a href="mailto:benmorgan@tobyfc.co.uk">benmorgan@tobyfc.co.uk</a>	07753 957880
Alfie Sayers	Head of Men's Football	<a href="mailto:alfiesayers@tobyfc.co.uk">alfiesayers@tobyfc.co.uk</a>	07477 578046
Donna Fletcher	Head of Women's Football	<a href="mailto:donnaefletcher@tobyfc.co.uk">donnaefletcher@tobyfc.co.uk</a>	07943 874219
James Kearns	Head of Youth Football	<a href="mailto:jameskearns@tobyfc.co.uk">jameskearns@tobyfc.co.uk</a>	07852 588464
Jodie Sanderson	Child Welfare Officer	<a href="mailto:cwo@tobyfc.co.uk">cwo@tobyfc.co.uk</a>	07508 435605
Jade Dunks	Social Media & Events Manager	<a href="mailto:jadedunks@tobyfc.co.uk">jadedunks@tobyfc.co.uk</a>	07522 686585
Michael Colkett	Treasurer	<a href="mailto:treasurer@tobyfc.co.uk">treasurer@tobyfc.co.uk</a>	07923 385659
John Morgan	Life President		
Harry Gill	Life President		
Ernie Forsyth	Life President		

## OUR TEAM MANAGERS

Manager	Position	Email	Mobile
Matt Cardy	Men's Firsts	<a href="mailto:mattcardy@tobyfc.co.uk">mattcardy@tobyfc.co.uk</a>	07772 726496
Donna Fletcher	Women's Firsts	<a href="mailto:donnaefletcher@tobyfc.co.uk">donnaefletcher@tobyfc.co.uk</a>	07943 874219
Ole Hunter	Men's Reserves	<a href="mailto:olehunter@tobyfc.co.uk">olehunter@tobyfc.co.uk</a>	07305 074118
Ryan Heath	Women's Reserves	<a href="mailto:ryanheath@tobyfc.co.uk">ryanheath@tobyfc.co.uk</a>	07800 986186
Charlie Florey	Men's Sundays	<a href="mailto:charlieflorey@tobyfc.co.uk">charlieflorey@tobyfc.co.uk</a>	07983 117845
James Poole	Boys U13	<a href="mailto:jamespoole@tobyfc.co.uk">jamespoole@tobyfc.co.uk</a>	07305 837670
Jamie Thorn		<a href="mailto:jaythorn@tobyfc.co.uk">jaythorn@tobyfc.co.uk</a>	07530 305655
Paul Findlay	Girls U12	<a href="mailto:paulfindlay@tobyfc.co.uk">paulfindlay@tobyfc.co.uk</a>	07899 871812
Dean Robinson		<a href="mailto:deanrobinson@tobyfc.co.uk">deanrobinson@tobyfc.co.uk</a>	07725 953806
Varsha Patel	Squad Girls	<a href="mailto:varshapatel@tobyfc.co.uk">varshapatel@tobyfc.co.uk</a>	07782 110269

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