

Club Info

2020/21 Season



Club Contacts

Club Sec	- Claire Cousins	- 07954 325882
Treasurer	- Lucy Bartlett	- knowlehctreasurer@gmail.com
1XI Capt	- Zoe Hill	- 07870 966146
Vice	- Rachel Evans	- N/A
2XI Capt	- Holly Crompton	- khcseconds@gmail.com
Vice	- Grace Evans	- N/A
3XI Capt	- Karen Norman	- khcthirds@gmail.com
Vice	- Jan Duggan	- N/A
Welfare & Safeguarding Officers		- BeSafe@knowlehockey.co.uk

Embracing the Olympic Legacy to encourage...

Respect Excellence Friendship Courage
Determination Inspiration Equality



Your Committee for the 2020/21 Season

Chairperson	Sue Squire
Club Sec & COVID Officer	Claire Cousins
Fixtures Sec	Kate Moore
Treasurer	Lucy Bartlett
Membership Sec	Rachel Evans
Umpire Sec	Michelle Gregory
1 st Team Captain	Zoe Hill
1 st Team Vice	Rachel Evans
2 nd Team Captain	Holly Crompton
2 nd Team Vice	Grace Evans
3 rd Team Captain	Karen Norman
3 rd Team Vice	Jan Duggan
Summer League Coordinators	N/A
Training Coordinator	Alex Plumb
Junior Coordinators	Sue Squire
Youth Rep	
Welfare & Safeguarding Officers	Sophie Fox
Fundraising and Social	Ally Horne
Website & Publicity	Zoe Hill
Kit	Zoe Hill
Club Coaches	Sue Squire, Patrizio De Rossi & John Crockett

CLub Ethos and Constitution

The Official Bit From the KHC Constitution—full copies available online or on request.

1.1 The Club's mission is to introduce players to the game of hockey, developing skills according to the aptitude and ability of each individual within a friendly and supportive environment. The Club aims to encourage a spirit of healthy competitiveness, providing opportunities for excellence whilst developing an enthusiasm for the game of hockey and the fun to be derived from it as widely as possible.

1.2 The Club shall operate an open membership policy and shall be committed to the principles of equal opportunity, as per the EHC Equality Policy.

The England Hockey Board Equality Policy

The highlights

1.1. England Hockey Board (EHB) is committed to the principles of equality. EHB aims to ensure that all people, irrespective of age, gender, ability, race, religion/belief, ethnic origin, colour, nationality, social status or sexual orientation have a genuine and equal opportunity to participate in hockey at all levels and in all roles.

6.1. [...] EHB is committed to ensuring that its employees, members, participants and volunteers are able to conduct their activities free from harassment or intimidation.

For full policy please see

www.englandhockey.co.uk/page.asp?section=103§ionTitle=ClubsFirst+Templates+%26+Good+Practice

Knowle Hockey Club Code of Conduct

In order to help selection and match days go smoothly, and to keep club life generally as enjoyable as possible for all Knowle Hockey Club members and associates, when joining the club individuals are agreeing to abide by the guidelines set out on the following pages.

Knowle Hockey Club is affiliated to England Hockey and therefore its members are also required to follow the England Hockey *Safe-D Safeguarding and Protecting Young People Policy and Respect: Code of Behaviour and Ethics* in all club-related activities.

England Hockey Club Code of Conduct

Who does this apply to?

The content of this Code of Behaviour is an extension of the Generic Code of Behaviour and it applies to all players involved in hockey in England.

The parts in italics highlight the specific elements which apply particularly to Knowle HC.

In order to protect the reputation of hockey in England, the code also applies to all those associated with the EHB who are involved in hockey whilst outside of England.

Expected Standards

Expected minimum standards of behaviour and conduct

All such individuals involved in hockey will, at all times:

- Respect the spirit of fair play in hockey. This is more than playing within the rules. It also incorporates the concepts of friendship, respect for others and always participating with the right spirit.
- Respect the rights, dignity and worth of others
Respect umpires, officials, coaches, players and spectators.
- Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others
- Promote the reputation of the sport and take all possible steps to prevent it from falling into disrepute.
*Accept success and failure, victory and defeat, with dignity.
Set a positive example for others, particularly young participants and spectators.*
- Protect others involved in the game from verbal or physical abuse and threatening or intimidating behaviour.
- Never use inappropriate language or gestures.
Never use foul, sexist, abusive, racist or any prejudicial language or tolerate it from players and/or team officials.
- Abide by the EHB Safeguarding and Protecting Young People in Hockey Policy and Procedures and Good Practice Guidelines.
- Abide by the EHB Equality Policy
- Abide by the EHB Anti-doping Rules

For the full England Hockey Code of Conduct (most recent edition, June 2015), see http://www.englishockey.co.uk/core/core_picker/download.asp?id=13206&filetitle=Respect+Code+of+Ethics+and+Behaviour+June+2015&log_stat=true

Player Responsibilities

In addition to the EH Code of Conduct all players are expected to take responsibility for the following:

- Stating your availability for the coming week by **Monday lunchtime** via the Doodle.
- Providing your contact and emergency contact details to the Membership Secretary.
- Keeping your **availability** up-to-date on the Doodle- if it changes, edit your entry. Players should not expect captains to chase individual availability.
 - Being available, other than in extenuating circumstances, means you are available for all teams. If work commitments, or other one-off events, mean you cannot play at a particular time, then you need to email all three captains and let them know. They will do their best to accommodate you; however, you might not be guaranteed a game. This will be carefully monitored so players are not choosing the team they play for each week.
 - You are expected to remain available if selected for a team other than your regular one, assuming adequate notice has been given.
 - Notify your captain if you need to pull out at the last minute due to illness, emergency, etc. as soon as possible. Ensure you get acknowledgement of this from your captain.
- Being **punctual** and arriving in plenty of time for games and training, suitably equipped to enable safe and WCWHL-legal participation.
- Providing a **teas** contribution that you would be happy to receive elsewhere, even if you are not staying. Please also be mindful of helping clear up after.
- Organising your own **transport** to matches; this could be under your own steam, lift-sharing, hopping on a bus... Either-way it is not the responsibility of your captain.
- If you hitch a lift to get to matches, remember it might be a nice gesture to offer your driver a petrol money/match fee contribution, post-match drink, or similar, particularly when the game is some distance away.
- **Feedback** your thoughts appropriately on and off the pitch. Should you have a query with the selection process, or anything else, you should see your captain, club rep, or any other committee officer. Don't expect action or answers if you don't ask the right people.

Captain Responsibilities

In addition to the responsibilities expected of all club players, captains are also expected to;

- Attend selection meeting where possible.
- Publish teams in a timely manner.
- Exercise tact when players are 'dropped' – feedback from senior captain and welcome from new captain.
- Monitor teas stocks and replenish as necessary.

Selection at Knowle Hockey Club

Objectives 2020/21

- For members to continue to enjoy playing hockey, to the best of their ability, within a friendly and inclusive club.
- For members to receive high quality training, which is differentiated by ability, in order to meet the needs of all teams and their respective players.
- For the club to continue to grow and flourish into the future. This includes looking at any plans Merchants has to change the pitch in the next few years and the exploration of grants and funding streams to ensure that hockey continues to be played at Merchants. In the short term, funding for new goals is a priority.

Individual Team Aims

- Knowle 1 – To have a successful top-half season in Brunel 1, with a view to a promotion finish.
- Knowle 2 – To maintain position in the 2nd division (Berkeley) and secure a mid-table finish.
- Knowle 3 – To continue to improve their confidence and cohesion as a team; to finish in the top half of the 3rd division (Berkeley); to continue to support and encourage the development of junior members and new-to-hockey players.

Selection Committee

The selection committee is comprised of the captains and vice-captains with input from our coach(es). Selection meetings will take place on Monday evenings after training, and players will be notified by **Wednesday at the latest**. Communication of teams will take place predominantly by email.

Selection Criteria – Values the selectors will look for in players

All of the characteristics below will be considered, **in no particular order**, which is not an easy task as these attributes cannot be measured objectively and Knowle has an ever-growing number of talented players.

- Attendance and performance at training
- Availability on match days
- Good basic skills; ability to receive the ball under control, and pass the ball accurately and timely.
- Communication; what you say, how you say it and willingness to listen and learn.
- Team player; tactical/ team awareness.
- Ability and potential to play at the level of the team.
- Competitiveness and commitment.
- Position the team needs filling.
- Club mentality.
- Fitness.
- Adherence to England Hockey Code of Behaviour and Ethics; discipline and respect for umpires, opposition and team mates.

These criteria apply to outfield players and goalkeepers equally; however common sense will need to prevail where keepers are concerned depending on weekly availability.

Post-injury selection is at the captain's discretion, taking into consideration length of absence and match fitness.

If a member breaches the England Hockey Respect Code, it will be reported to the team captain and club rep in the first instance. It will then be discussed at the next selection meeting with other captains and a decision will be made regarding an appropriate response. This may include a formal warning, through to suspension, or escalating to club committee level where a decision may be made to ask the member to leave the club.

New Players

Normally, a new player will be introduced via the lowest team. At the selection committee's discretion, players may be introduced in other sides consistent with their previous playing record.

Movement between teams

We will endeavour to allow players to settle into a squad, however movement between teams should become an accepted part of selection. The three-team structure means that we can continue to accommodate and develop players whatever their ability, and as such this is a naturally fluid process.

A player who has been selected for a non-regular squad will be informed of the decision and the reason by the senior captain.

Team captains can be dropped or promoted. If a team captain is not performing as a player, they will not automatically get selected for their team, and should be available for an alternative team. Equally a team captain who is performing well should be given opportunity, as with any player, to play for a higher team (but can opt to remain with their squad).

On occasions where there are not enough players to field three full teams, the number of players will be split equally amongst the three league teams. The 1s XI will be given first priority with surplus players as they are playing at the highest level.

There are WCWHL regulations regarding playing players 'up or down' which can result in 5-0 losses, 3pt deductions and financial penalties, so this will need to be taken into consideration. Particularly between 1XI and 2XI.

Club Info, News and Updates

All the info in this booklet, along with other club news and updates can be found on our website **www.knowlehockey.co.uk**

You can also keep up to date with club news on our Facebook page

<https://www.facebook.com/Knowle-hockey-club-735170633179281/>, our Twitter feed **@KnowleHockey**, and Instagram **knowlehc**.

FEES

Membership

Membership for registration to play in league matches is paid by subscription at the following rates:

Working Adult **£70.00**

Concessions (inc. U18, students, recipient of benefits) **£35.00**

Casual Members (only playing Summer League, training occasionally, etc) **£10**

Match Fees

A match fee of £7 is payable, in full, by adults participating in a match. A match fee of £6 is payable by juniors and concessions. For further details, umpiring benefits, etc, see section 5 of the club constitution.

Payments of membership subscription and match fees can be made by:

- **Cheque payable to Knowle Hockey Club and paid into the account details below at any Lloyds Bank branch by yourself.**
- **BACS to Knowle Hockey Club**

Sort Code 30-94-83

Account No 03635350.

When making any payment by BACS, add a relevant reference (e.g. initials and date of match you're paying fees for).

If you're BACSing an amount that's not obviously identifiable, send an email to the treasurer **knowlehctreasurer@gmail.com** with the details.

For non-members there is a training fee payable of £4.00 per session.

Training

Training takes place on Monday evening at Merchants, with a rolling programme as per the COVID-friendly plan distributed by our training coordinator, Alex. For the foreseeable the sessions will generally be 2s & 3s (7:00pm – 8:15pm) and 1s (8:30pm – 9:45pm)

The programme will be reviewed as COVID-19 guidance changes. Training groups are fluid and there inevitably will be movement between them throughout the season as players develop or new players join, etc.

Please arrive as promptly as you can for your session so that we can make best use of the limited training time that we have. If you are unable to attend, please let the coaches or your captain know beforehand where possible.

In case of severe weather, check the Merchants Sport Centre website which usually updates as to whether the pitch is open, or give them a call on 0117 301 5006. If you are in any doubt, check with your captain or the training coordinator, Ally.

Matches

Fixture details, pitch locations and league tables can be found on both the club website and the WCWHL website at <http://www.wcwhl.co.uk/>

Players are asked to arrive at least ½ an hour before the scheduled start time of a match, kitted up and ready to play.

Teas are offered by most clubs, and we ask that whenever possible you don't dash off at the end of a game. All players will be asked to contribute towards the provision of home match teas during the season, which take place in the Cadet Centre behind the pitch at Merchants.

Summer League

We currently enter the [Keynsham Summer League](#). Fixtures take place on weekday evenings at Wellsway School, Keynsham. A reduced match fee of £5.00 is payable by all to cover costs. There is no club training during this time.

Kit

	Home	Away
Shirt	White	Black
Skort	Bottle-green	Bottle-green
Socks	Maroon	Black

We recommend wearing AstroTurf trainers, shin pads and a well-fitted gum shield.

Playing kit and other Knowle branded items can be ordered through Zoe.

Social

Our Social Co-ordinator is Ally, who will be facilitating all sorts of entertaining activities throughout the year to suit all diaries and budgets. Attendance is encouraged, and all suggestions for outings very welcome.

Club Day (ish) – Sat 7th Sept 2019

Christmas Social – TBC

Xmas Game - TBC

End of Season Celebration - TBC

Other

AGM - TBC

Knowle Hockey Club – Covid19 Guidance

Self-Assessment check

- If you or someone you live with are showing signs or symptoms of Covid19, please do not play hockey.
- If you or someone you live with has returned from a foreign country and you have been asked to quarantine, please do not play hockey.
- If you or a member of your family are awaiting a Covid19 test result, please do not play hockey.

Signing up to play

- Before returning to hockey, all players will need to sign a **participation agreement** on the England Hockey website – see QR link below.



This only needs to be completed once to check you have read the 'Advice for Participants' document I sent to you. **You will not be allowed to attend training or matches until this is completed.**

- All Saturday matches will have a Doodle so players can sign up to play. This will enable us to control numbers on the pitch, as per the guidelines set out by England Hockey. Please do not turn up for a match if you have not signed up on Doodle. Some sessions will be limited in terms of numbers so please remove your name from the Doodle if you are no longer able to attend. Team captains will keep a separate list of players, which will be our system of Track and Trace. We will use this information to contact players should there be an outbreak of Covid19 within our hockey family or within another club who we have recently played against.
- Training will continue in two separate groups to help us to manage numbers. A register of attendees will be taken as our system of Track and Trace. Please ensure that your name has been recorded by the designated person when you arrive at training.

Travel and arrival at the pitch

- Where possible, please avoid using public transport to get to training or matches.
- Ideally, travel alone or with members of your bubble. If you are sharing lifts, please ensure that you sit as far apart as possible, open windows for ventilation and consider wearing a mask (this will be left to the discretion of the driver). Try to travel with the same people each time.
- Please arrive changed and ready to play as the changing rooms will not be available. Please also shower at home after training or matches.

- Please access the pitch through the external gates at Merchants; do not cut through the Reception area.
- Please bring your own hand sanitiser and clean your hands before entering the pitch.
- Please remember to bring a face mask as these may need to be worn if accessing indoor facilities at both home and away venues.
- Please leave the area near the entrance/exit gate clear so players have space to arrive/leave safely.
- Try to avoid congregating in groups at the side of the pitch; spread out along the length of the pitch to give everyone space.
- Maintain social distancing wherever possible.
- Please follow the facility rules when accessing indoor spaces i.e. toilets. Please wash your hand thoroughly and use hand sanitiser before and after using the facilities.

Equipment and match play

- Please do not share equipment (especially water bottles); only touch your own stick and belongings. Bibs will need to be washed between sessions.
- Where possible, try to avoid touching the balls, goals, fences, gates with your hands.
- Try to remain socially distanced when warming up, cooling down, having team talks and when play stops.
- Please respect the opposition and umpires.
- Please take penalty corners and free hits around the D promptly.
- Avoid shouting excessively or spitting.
- Please do not pass items around the group – no jelly babies – sorry!
- If a player gets injured, family members or people within their bubble can assist them. Social distancing should be adhered to unless it's a life or limb threatening injury. Face masks and gloves will be available within the 1st aid kit, should a player require assistance.
- No handshakes at the end of the game or close contact during goal celebrations.
- No spectators until further notice.

After playing

- There will be no refreshments or teas for the foreseeable future.
- All payments will need to be made by BACS.
- Please avoid hanging around the pitch after the session as other people may be arriving to use the facilities.
- If you develop signs or symptoms of Covid19 within 7 days of playing hockey, please contact the **Covid Officer, Claire, and your team captain immediately.**
- The committee will then check the Doodle and contact all players who have been in contact with you. We will also need to contact other clubs if we have played matches against them within the last 7 days.
- You also need to contact NHS Track and Trace as per the Government guidelines.



Hockey Club/Association Safeguarding and Protecting Young People Commitment



Knowle Hockey Club adopts England Hockey's Safeguarding and Protecting Young People in Hockey Policy, Procedures and Guidance to ensure all those in the hockey family have a safe and positive experience.

DEFINITIONS:

HOCKEY FAMILY - The hockey family includes all individuals, clubs, associations and other organisations involved in any capacity in the game of hockey, whether members of England Hockey or not. For the avoidance of doubt, this includes all players and anyone working within hockey (in a paid or voluntary capacity, and whether as an employee or on a self-employed or other work basis) including all coaches, umpires, referees and other officials.

YOUNG PEOPLE - Anyone under the age of 18.

CLUB - includes both hockey club and association.

WE WILL DO THIS BY:

- Recognising all young people participating in hockey (regardless of age, gender, race, religion, sexual orientation, ability or disability) have the right to play in an environment free from poor practice, abuse and harm.
- Ensuring all people who work in hockey at, or for, our club (including staff, officials, volunteers, team managers, coaches) have a responsibility for safeguarding young people and understand how the safeguarding policy and guidance applies to them.
- Ensuring all individuals working at, or for, the club are recruited in accordance with England Hockey's recruitment guidance.
- Ensuring all individuals working within hockey at, or for, the club are provided with support, through education and training, so they are aware of and adhere to England Hockey's Code of Ethics and Behaviour.
- Always approaching safeguarding with a young person perspective, ensuring the individual's wellbeing is the prime focus.
- Ensuring that the responsibility of determining whether or not abuse has taken place, lies with child protection experts, however it is everyone in hockey's responsibility to report concerns.

ROLES AND RESPONSIBILITIES

The committee will ensure the name and contact details of the Welfare Officer are available:

- As the first point of contact for parents, young people and volunteers/staff within the club.
- As the main point of contact within the club for the England Hockey Safeguarding team as well as relevant external agencies in connection with safeguarding young people.
- As a local source of procedural advice for the club, its committee and members.

OUR WELFARE OFFICERS ARE:

Sophie Fox



She can be contacted via email at:

BeSafe@knowlehockey.co.uk