

Your ESCFC Handbook



Overview



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- **What's expected of our Coaches, Parents and Players / The Coach's Role / PVG / Child Protection and Wellbeing / Code of Conduct**
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- **My Club Hub, Finances, Team bank accounts, Team Subs**
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- **Contact Details for coaches, committee members and point of contact for any queries, Email / Website / Facebook / Twitter**



About Us

Edinburgh South Community Football Club is a SFA Platinum Quality Mark Accredited Community Club. We bring together some of the best resources in the south of Edinburgh to create the best possible football environment in the community.

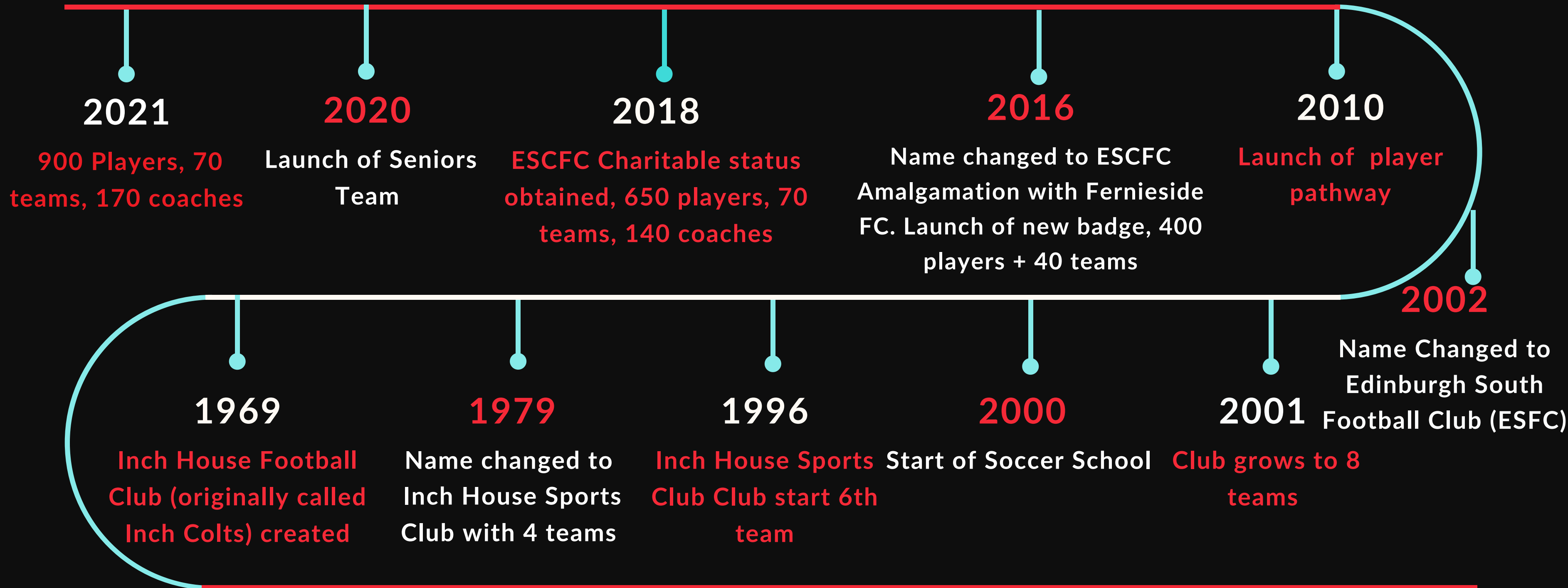
We provide a complete football pathway for all players from our Soccer School right through the pathway of 4s, 5s, 7s, 9s, 11s and on to our Senior team.

As a club we currently represent in excess of 900 Players and over 170 Coaches. We have fantastic facilities at ESCFC starting with Inch Park Community Sports Club (IPCSC). We provide pitches, changing rooms, bar/kitchen and function facilities. We also have two 11 a side and two 7 a side pitches.

We have a 5 a side astro turf pitch and a fantastic cafe at Drum Park complemented by an 11 a side and a 7 a side pitch. We also have pitches at Fernieside and Liberton Parks plus three new 7's pitches at Morgan Playing Fields. Our recreational demand has now stretched to Peffermill playing fields and Double Hedges Park.



Our Timeline History



Our History

Edinburgh South Community Football Club (ESCFC), previously known as Inch House Football Club, has been based at Inch Park since its formation in 1969. In recent years our ambition to create and run our own Senior team was realised following our investiture into the professional set up. Every Saturday we now compete in the professional leagues.

Together with our partner clubs, Lismore Rugby Club and Edinburgh South Cricket Club we have been in our new clubhouse for several years now, with all its associated facilities and our new professionally prepared pitches. We pride ourselves in being a community club and are delighted to have been awarded the SFA Quality Mark. This will be reinforced, with the new facilities allowing parents the opportunity to have coffee, or perhaps something stronger, in the refreshments area whilst their children enjoy the sporting activities.

Inch Park will certainly be a hub for the local sporting community. The clubhouse is owned by a charity comprising representatives of the three member clubs set up to develop sporting facilities in Inch Park. All profits will be re-invested for the benefit of the local sporting community. Over the years ESCFC has been very fortunate in that a number of players, perhaps the best known being Craig Gordon, have played their home matches in this park and found success in the professional game.

In 2016, Edinburgh South Football Club were joined by Fernieside Football Club – in recognition of this the name was changed to Edinburgh South Community Football Club bringing together the combined resources and history of both clubs. Fernieside FC was a well-run club with strong foundations and our shared vision will surely lead to many more exciting times ahead. The amalgamation of the clubs witnessed the creation of our new club badge following a community wide competition. The badge means `Bond/Unity' which reflects our better together approach. We are also very proud to have achieved charitable status in the last few years.

Perhaps the true measure of a club is the quality of its coaches and here we are particularly fortunate. Our coaches are all SFA qualified and disclosed. We are proud to include a number of former professionals and perhaps even more pleasing to us are the coaches who played for us in their youth. This marks us out as a family club where we see generations appear on the field and back again as coaches and committee members.





Our Mission

Edinburgh South Community Football Club is an all inclusive football club and Charity that welcomes everyone in our community.

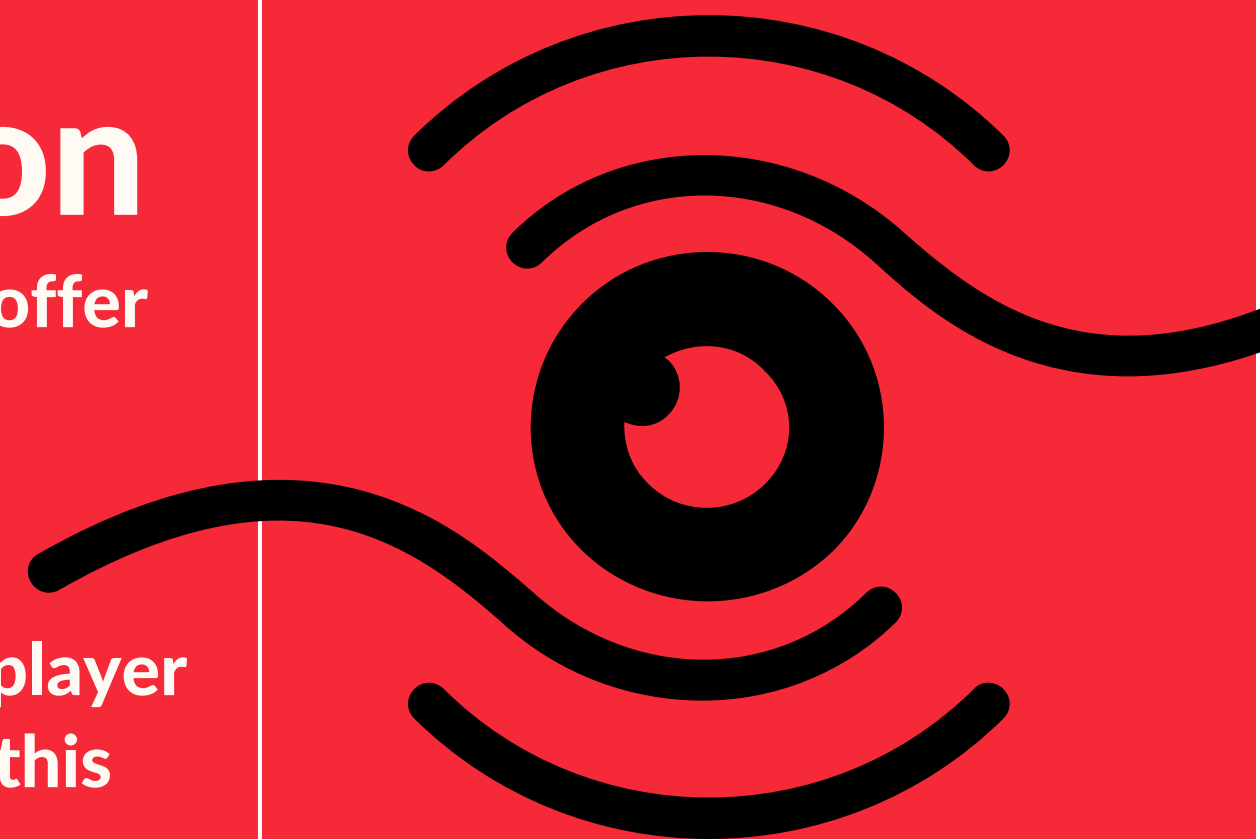
We aim to deliver high standards of effective coaching and development in a supportive and nourishing environment so our players can achieve their full potential.



Our Vision

ESCFC will strive to offer the opportunity to everyone in our community to play football. We offer a player pathway that offers this opportunity from pre-school all the way up to adult participation for both boys and girls.

Our vision is to combine this pathway with the development of first class facilities within the community and the development of coaches who will maximise the potential of every player within the club.



Club Kit - The Brand



Players



Purchasing

- **Allocations** - All teams have a yearly allocation to cover the cost of kits and training equipment. This allocation runs from 1st of July to 30th of June each year.
- **Requests** - In order to purchase kits and equipment from your allocations a quote should be obtained from Football Nation and an email sent to the Purchasing Committee Treasurer@escfc.co.uk detailing the items and the cost. This will allow the committee time to approve the request and advise Football Nation to proceed with the order. First Aid Kits are also supplied to each team by the club please get in contact.



EDINBURGH SOUTH CFC
KIT POLICY 20/21



EDINBURGH SOUTH CFC
HOME KIT



EDINBURGH SOUTH CFC
CHANGE KIT



Coaches



COACHES KIT



COACHES JACKETS



EDINBURGH SOUTH CFC
WARM UP TOP



EDINBURGH SOUTH CFC
JACKETS



EDINBURGH SOUTH CFC
OPTIONAL ITEMS



Coaches' Responsibilities



- As a coach at ESCFC you are responsible for the coaching and development of all of the players in your team. This entails identifying both strengths and development areas in players and working to enrich or improve these wherever possible.
- You must make sure that you are preparing your players for whatever activity you're doing.
- All players / parents should notify their coach of any medical conditions they need to be aware of prior to training / games. The coach should also ask.
- You are also responsible for the conduct of both your players and their parents at training, on match days or at any time that they are representing ESCFC.
- All coaches must work with the year lead (where available) on a regular basis to review progress of the players. Where a player is developing well then they must be offered the opportunity to move up a level and develop further. Conversely, if any of the players are struggling at a higher level then they must be supported and advised to play at their correct level to build confidence. Success would be to develop back up again.
- Please always seek help from parents to support the running of the team.
- Each team is required to have a qualified Sports' First Aider. However, if you have a willing parents who is a suitably qualified medical professional e.g. GP, Nurse or Paramedic this condition is satisfied. They will require a PVG. The club will pay for officials to complete a First Aid course please contact Sarah or Kelvin.
- Identify a parent who you are happy to entrust with the running of the team finances for instance so they can work with MCH.
- Make sure that you run your team – not the parents. Don't be influenced by an overbearing parent.
- If you find that you have a parent who is causing you concern and / or stopping you from running the team the way you want, then bring it to the attention of the club Committee asap and we will support through dialogue.

😊 Whilst our goal is to have all of our players enjoying and developing while playing football with ESCFC we also want our coaches to develop and enjoy coaching with the club too.



New Coach - Where do I start?

All coaches and officials have a responsibility to ensure that anyone who is in contact with any of our teams has been brought to the attention of the club via **Sarah Winkler or Kelvin Hurd** to complete SFA registration and a PVG Disclosure. NB Even if you hold a PVG elsewhere or have had one in the past you will still require a **new PVG** for the club. The mandatory **E Learning Children's Wellbeing in Scottish Football** course on the SFA website must also be completed immediately. All officials are required to seek SFA approval which requires completion of the **SYFA Official Declarations, CWB course and the PVG process.**

PVG Scheme

Each coach/official who will have any contact with children (under 18) is required to obtain a **PVG Disclosure** which needs renewing every 5 years. The Club will make the necessary arrangements with each individual to ensure that this is in place. To obtain a full disclosure we will need sight of:

1. Photographic ID in the form of a Passport or Driving Licence.
2. Two Proofs of Address with your current address on it dated within the last 3 months, e.g utility bill, bank or credit card statement. These can be provided digitally from your phone or emailed.

Upon completion of the required form it is submitted to SYFA / SWF at Hampden Park who in turn submit to Disclosure Scotland. The Disclosure Certificate is then issued direct to the individual concerned who should notify the Club of the appropriate certificate number.





New Coach - Where do I start? cont'd

KIT

Once a coach has completed a PVG check and registered as a coach with the club they will be able to request 2 items of coaching clothing supplied by the club. This will be two of the following: Winter Jacket with ESCFC logo and Coaches Initials/Sweatshirt with ESCFC logo and Coaches Initials/Red Polo Top with ESCFC logo and Coaches Initials or Rain jacket with ESCFC logo and Coaches initials.

COACHING COURSES

You will then need to register on the earliest available **Level 1 course** relevant to the age group you are involved with using the SFA website: *Level 1 | Football Coaching| Scottish FA*. You can view what courses are available and where they are being held and when. At the same time you will have to complete the E learning Children's Wellbeing in Scottish Football course. *Child Wellbeing | Football Coaching| Scottish FA*. *The club will re-imburse all coaching costs upon completion of courses.*



We have a Coach Development Officer (Sean Barr - CDO@escfc.co.uk) within the club who is on hand to assist all of our coaches with any support they may need, such as helping with warm ups, preparing your team for a game, what courses you would like to attend, support with players and parents and general coach development.

We want our coaches to be the best they can be and want to prevent anything from stopping them develop their teams the right way so that our kids can be the best that they can be also.



ESCFC Coaching Education



SCOTLAND ▾

SCOTTISH CUP ▾

PERFORMANCE ▾

FOOTBALL DEVELOPMENT ▾

SCOTTISH FA ▾

HAMPDEN PARK



FOOTBALL DEVELOPMENT



SFA Coaching Pathway



Soccer 4's, 5's, 7's & 9's

Soccer 11's





So as a coach of ESCFC how do I apply for my badges?

[Coach Education | Football Coaching | Scottish FA](#)

You need to log on as a new user.

Then use drop down to *football development* then *coaching* then *find a course*.

You pay the course fee up front and when the course is completed the club will pay your costs immediately. Simply email Sarah (see below).

All courses fully attended (up to and including 1.3) will confirm your badge. It is **not** a pass/fail.

Coaches must complete the very first activity which is the on line **Children's Wellbeing** course before they can order their coaches kit from Football Nation - all enquiries re this to:

sarah.winkler@escfc.co.uk



FIND A COACHING COURSE

Use our course finder tool below to find your closest Scottish FA coaching course. If you have any questions please contact: coaching@scottishfa.co.uk

Children's Wellbeing in Scottish Football E-Learning

From: dd/mm/yyyy

All Regions

Please email the SFA on the link above if no courses are available in our area just now. Always search All Regions or leave blank.

ESCFC Code of Conduct for Coaches, Players, Parents, Supporters and Officials

Edinburgh South Community Football Club fully supports the codes of conduct as introduced by the SFA

- **Play by the rules** – the rules of your club and the laws of the game.
- **Never argue with a referee or other official** – without these people you can't play football.
- **Control your temper** – verbal abuse of officials and abusing other players doesn't help you enjoy or win any games.
- **Be a team player** – It's a team game, treat it that way.
- **Treat all players as you would like to be treated** – fairly.
- **Co-operate with your coach, the referees and team-mates.**
- **Play for your own enjoyment & to improve your skills.**
- **Don't use ugly remarks based on race, religion, gender or ability** – you'll let down yourself, your coach, team-mates and family if you do – many such comments are actually illegal.
- **Remember that you are there for the participants to enjoy the game.**
- **Encourage participation but don't force it.**
- **Teach that enjoyment is more important than winning.**
- **Never ridicule mistakes or losses** – supporters are there to support not downgrade.



ESCFC Code of Conduct for Coaches, Players, Parents, Supporters and Officials cont'd

- Lead by example and respect all players, coaches, referees and spectators – physical or verbal abuse will not be tolerated.
- Recognise all volunteers who are giving up their valuable time.
- Never publicly criticise referees – raise personal concerns with club officials in private.
- Remember to exercise caution when using any form of social media e.g. Facebook, Twitter etc. Any message posted is permanent and available for all to view. Accordingly, you will not post material that is unlawful, obscene, racist, defamatory, threatening, harassing, abusive, slanderous, hateful, racist or embarrassing to any other player, official or club as determined by Edinburgh South CFC in its sole discretion.

By registering our/my child with Edinburgh South CFC we agree to abide by these principles. I/we support the Club in its undertakings and encourage the club to take any necessary disciplinary actions where warranted of any players, parents and or spectators for repeated or serious breaches of these Codes of Conduct.

Player Name:.....

Parent

Name:.....

Player Signature:

Date:.....

Parent Signature..... **Date**.....



Protection and Wellbeing

The welfare of children and vulnerable adults is everyone's responsibility



PRINCIPLES

Children and vulnerable adults have a lot to gain from football. Their natural sense of fun and spontaneity can blossom in positive football organisations. They provide an excellent opportunity for them to learn new skills, become more confident and maximise their own unique potential. This policy and the supporting procedures are based on the following principles:

- The welfare of children and vulnerable adults is the primary concern.
- All children and vulnerable adults, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse.
- It is everyone's responsibility to report any concerns of abuse.
- All incidents of alleged poor practice and abuse will be taken seriously and responded to swiftly and appropriately.

RESPONSIBILITIES

Edinburgh South Community Football Club will:

- Respect and promote the rights of children and vulnerable adults for whom they are responsible.
- Accept the moral and legal responsibility to provide a duty of care for children and vulnerable adults for whom they are responsible and implement procedures to safeguard their well-being and protect them from all forms of abuse.
- Promote the health and welfare of children and vulnerable adults by providing opportunities to participate in football safely.
- Recruit, train, support and supervise its staff /volunteers to adopt best practice to safeguard and protect children and vulnerable adults for whom they are responsible from abuse and to minimise risk to themselves.
- Require volunteers to adopt and abide by this Child and Vulnerable Adults Protection Policy and supporting Procedures.
- Respond to any allegations of abuse in line with these procedures as well as implementing where appropriate, the relevant disciplinary and appeals procedure.

Positive Coaching Scotland

Positive Coaching Scotland applies to:

► Coaches Parents Players



Coaches

- Teachable Moments
- Magic Ratio 5:1
- Constructive Feedback
- Positive Charting
- Ask rather than tell
- Dealing with mistakes
- Self-control
- Work with parents



Parents

- Be a role model
- Let coaches coach
- No directions cheering
- Positive charting
- Teach & discuss
- Match day champion



Players

- Be the best you can
- Positive routines
- Moral courage
- Dealing with nerves
- Mistake rituals
- Self control

Honour the Game

- Rules
- Opponents
- Official
- Team-mates
- Self

Redefine Winning

- Sustained effort to achieve goals
- Don't focus on results
- Mistakes happen

Fill the Emotional Tank

- Encouragement & praise
- Encouragement irrespective of result
- Confidence
- Model good behaviour

Please refer to:

- PCS Coaches
- PCS Parents
- PCS Players





Edinburgh South development pathway



Soccer School

- Fun
- Intro to football
- Ball mastery
- Developing as a group
- Lead- Sean Barr
- 9.30am – 10.30am Saturday at Pitz & Drum Park



Soccer 4's

- Fun
- Lots of touches of the ball
- Basic diamond shape
- Teamwork
- Lead- Paul Barr
- 9.30am – 10.30am Sunday Generally in Midlothian



Soccer 5's

- Introduction of goalkeeper
- Lots of touches of the ball
- Basic diamond shape
- Teamwork
- Lead- Martin Byrne
- 9.30 -10.30 Sunday Generally in Midlothian



Soccer 7's

- Fun
- Shape & Formation
- Developing as a player
- Developing as a Andrew Cameron
- Sunday morning. Various times & locations

Qualified Coaches

Development Pathway

Qualified Coaches

Player Pathway - Opportunities for All



The Grand Slam

A good coach will develop all of the players. There may be players that are developing faster and a good coach will identify that and seek opportunities for progression or where a player is struggling then help them by offering to build back confidence at their natural level. Depending on volumes this may not always be possible.



The Knock Out

Good communication with the year lead or the Club should be regular so we optimise development levels. Offer changes where it is the right thing to do for the individual. Never mandate. Collaboration and reviews tend to only see small changes.

Discussions can be hard and mediation/guidance will always be available so please ask for support where you require it.



"Everything we do must be in the best interests of our players"

The Game Changer

Our club will flourish when we offer opportunities for all as we match players to the correct levels. That offers sustainability with less player attrition, drives performance and builds confidence for players, coaches and the club.

Again, there will be age groups where the pathway will be difficult where we do not have volume.

Sports Session Planner www.sportsessionplanner.com

Inventory of Drills to support coaching



SPORT SESSION PLANNER

Settings: Choose Sport (dropdown), English (dropdown)

Username: _____ Password: _____

Home Demo Create Session My Sessions Session Library About Contact

VIEW DEMO
JOIN NOW

THE WORLDS PREMIER DIGITAL COACHING PLATFORM

Session Planner | 1000s of Sessions | Session Builder | Match Day | Create, Save, Share | Club Sys

Club Session (Individual-Adult)

Pro-Club: Edinburgh South CFC
Sean Barr (Adult Member)

Training Sessions | Switch to **Session Builder™** | Matches | Switch

Sort Order: Most Recent | Language: All Languages | Skill Level: All Skill Levels | Keywords: _____ | Go

- All Categories
- *CoViD-19 (Social Distancing)
- Academy: Attacking transition game
- Academy: Counter/Reactive pressure
- Academy: Create the attack
- Academy: Fight zone
- Academy: Finish the attack
- Academy: High-block and press
- Academy: Low-block and press
- Academy: Mid-block and press
- Academy: Playing through the thirds
- Academy: Start the attack
- Functional: Defender
- Functional: Midfielder
- Functional: Striker
- Goalkeeping: 1 v 1
- Goalkeeping: Agility/Diving techniques

Rondo defending

Author: John Greechan
Category: Technical: Attacking and Defending Skills
Sharing Status: Club
Skill Level: U14
Progressions: 3
Language: English
Comments: [Read more...](#)

'No goals' as a way of life

Author: John Greechan
Category: Technical: Defensive skills
Sharing Status: Club
Skill Level: U14
Progressions: 4
Language: English

Contact Paul Doig for access at Paul.Doig@escfc.co.uk



Team Payments www.myclub-hub.com

Our club use MCH as our central collection point for all fees. Its quick and easy to set up so please contact Sarah Winkler at Sarah.Winkler@escfc.co.uk for further information.

- It is a club requirement that all Edinburgh South Community Football Club teams use the MCH (MyClubHub) portal to make and receive payments so that no cash payments are being made.
- As a recognised charity the fiscal rules are stringent so that electronic tracking of payments are available and in place. This provides full transparency for when our audits take place.
- If you feel that you will be unable to cover your team's monthly fees you should make contact with the club via Kelvin Hurd or Sarah Winkler as soon as it has become apparent so that the situation can be managed appropriately.
- The team coach should also be made aware. Also, if the coach is aware of any situations through financial hardship that a parent/guardian cannot pay then they should raise the issue with the club so an objective view can be reached.

The screenshot shows the 'Inviting Players & Coaches (2)' interface. It contains two main sections: 'Invite Member' and 'Invite Official'.
Invite Member: This section includes a description: 'Invite member to join this club. They will receive an email with instructions. If inviting a dependant, an account will be created for the guardian that the'. It has input fields for 'First name' (with a placeholder 'of the participating member'), 'Last name', and 'Email' (with a placeholder 'contact point of participating member'). There is a checkbox for 'Email recipient is a parent/guardian of the participating member'. At the bottom, there are radio buttons for 'Subscription Package' with options '£20.00 [£20.00]' and '£10.00 [£10.00]'.
Invite Official: This section includes a description: 'Invite official to join this club. They will receive an email with instru'. It has input fields for 'First name', 'Last name', and 'Email'. There is a 'Role' dropdown menu with 'e.g. Coach' selected. A blue 'SEND INVITE' button is at the bottom.

Bank Accounts:

- All Teams require a bank account with a Coach and a Parent as Treasurer ideally. A Treasurer or Club bank account should be set up for all the team funds with at least two unconnected people as signatories, eg, Coach and a Parent. This can be set up by searching online for Treasurer Account with any of the main banks.

ESCFC Facilities

Location	Changing/Cafe	5's/7's	9's/11's	Training
Morgans	✗	✓	✗	✗
Double Hedges	✗	✓	✓	✗
Inch Park	✓	✓	✓	✓
Drum Park	✓	✓	✓	✓
Fernieside Park	✗	✗	✓	✓
Liberton Park	✗	✓	✓	✓

Formal League Organisations

Each team is required by SYFA to have a First Aid sports certified person. For new teams this must be done in the first 6 months. However, if you have a willing and a suitably qualified medical professional as a parent eg, GP, Nurse or Paramedic this condition is satisfied.

All coaches must be PVG checked.

Player / Coach Registration Forms
Player and Coach registrations forms must be completed for each player and returned to the club. All signings must be made officially on the relevant portal and support is available to sign players or make changes by contacting Sean Barr at CDO@escfc.com.uk



The Scottish Women's football website is located at **Fixtures and Results - Scottish Women's Football** (scotwomensfootball.com)



4's, 5's 7's and 9-a-side teams need to register with ESSDA. It is on this site that you make contact to arrange your games. East of Scotland Soccer Development Association (essda.co.uk). The password is *goal*



11-a-side teams need to register with SERYFA and have forms completed before the AGM in June in order to compete in the coming season. SERYFA | South East Region Youth Football Association | (seryfa-online.info). It is on this site that you make contact to arrange your games.

Physiotherapy Service



- ESCFC is delighted to confirm we have entered into an arrangement with Enrich Physiotherapy, based at 91 Liberton Drive (Braid Hills Driving Range) for the treatment of all football related injuries. The service is available to both players and officials.
- Under the arrangement the club will meet the cost direct for the first three treatments including the initial injury assessment. The physiotherapist will invoice the club direct and will also provide an assessment of the likely recovery period.
- The cost of further sessions will only be met at the club's discretion but this will not be unreasonably withheld.
- Appointments can be made by contacting Richard Walker on 07834 237011 – their operating hours include at least two late evenings per week.
- In addition Enrich Physiotherapy has made a heavily discounted rate, currently £20, available to all siblings and parents of club members but the cost for that service should be met by the patient.

Mental Health - Counselling Service

ESFC is a Community club where all players and coaches are considered to be part of the South family. As well as supporting everyone with their physical health we also recognise the importance of reducing the stigma around mental health issues and looking at ways to support our members.



We can now offer a Counselling Service to all players and officials.

The Counselling service is free, totally confidential and can be provided via telephone, online or face to face.

Players and officials can contact the counselling service directly by email – Wellbeing@esfc.co.uk or via a coach or club official if preferred.

The counselling service offers support to players and officials to explore ways to deal with a wide range of difficulties they may be experiencing. Difficulties may be around coping with depression, anxiety, stress, anger management, relationship breakdowns, redundancy and loss.



Mental Health - *Counselling Service* cont'd

Any safeguarding or child protection issues that may arise when working with young people will follow the SFA Child Protection guidelines via the Child Protection Officer. For players under 16 parental permission will be required, however, exceptions can apply.

It is important to establish with anyone who expresses an interest that counselling is not an emergency service, however members can be supported in accessing such services. A list of appropriate contacts is detailed below:

Some useful contact details for emergency/out of hours support:

Samaritans:	116 123
Breathing Space:	0800 838587
Childline:	0800 1111
SHOUT:	Text SHOUT 85258
Royal Edinburgh Hospital:	0131 537 6000
Edinburgh Crisis Centre:	0808 801 0414

Younger players who may be experiencing difficulties with school, peers, anxiety or other issues are also eligible for this service.



Key Information



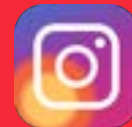
- Website address: www.escfc.co.uk



- Facebook: www.facebook.com/EdinburghSouthCFC/



- Twitter: www.twitter.com/edinburghsouth



- Instagram: www.instagram.com/edinburghsouthcfc/



- My Club Hub: www.myclub-hub.com - All templates, images and guides are available via under Team / Documents



- Edinburgh South Community Football Club, 227 Gilmerton Road, Edinburgh, EH16 5UD

Key Contacts



- For General Email and Clubhouse enquiries: Info@escfc.co.uk
- Child Protection Officer: Jane Kelly - ChildProtection@escfc.co.uk
- Club Administrator: Sarah Winkler - Sarah.Winkler@escfc.co.uk
- Training Contact, Veo Camera and Community Coach: Paul Doig - Paul.Doig@escfc.co.uk
- Club Secretary and Keys / 11-a-side facilities including changing rooms: KelvinHurd - Kelvin.Hurd@escfc.co.uk
- Coach Development Officer and Soccer School: Sean Barr - CDO@escfc.co.uk
- Small Sided Teams Contact: Andrew Cameron - SST@escfc.co.uk