**REGISTRATION FORMSBurton Leonard Junior Football Club**

***An FA Charter Standard Club affiliated to the West Riding County Football Association***

**Player Registration & Medical Information Application Form 2023/24**

Parents and players must complete and sign this registration document. This covers medical issues as well as ensuring your child is insured through the County FA Scheme. Please complete all parts of the application and sign at the end. The completed form can be handed in to your coach or a club official.

Child’s Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year (2023/24): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name(s) of Parent(s)/Carer(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address and Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: Home: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Health Conditions**

Please note it is essential that the following information is provided in order that prompt treatment can be given in the event of any injury to your child.

Does your child have any medical conditions or allergies of which we should be aware? YES / NO (please delete)

If YES, please advise your coach of the condition in writing and confirm that you consent to the Club holding this special category data in respect of your child on the Club’s central player register and informing your child’s coach of the condition

Please provide further information of any allergies/medical conditions, including treatment for allergies:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CONTINUED OVERLEAF

I accept and give permission that, where necessary, Emergency First Aid may be administered.

I also give permission for antiseptic, plasters, and dry dressings to be applied as necessary.

**Emergency Contact Details**

FULL NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RELATIONSHIP TO CHILD: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parental Consent**

I, the parent or guardian, of ….......................................................... hereby:

1. Agree to be bound by and to observe the Club rules.

1. Enclose payment for my membership subscription

1. Recognise, acknowledge and understand the following:

* My child's participation in the Activity (football undertaken at BLJFC) carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries;
* My child's participation in the Activity is voluntary and is at his or her own risk.
* Notwithstanding the above risks, which I recognise and accept, and in consideration of being permitted to participate in any way in the Activity, I, for myself and my child, do hereby waive, release and discharge BLJFC, the club's officers and officials from any and all claims for personal injury, accidents or illnesses (including death), and property damage, arising in any manner out of my child's participation in the Activity, including transportation to and from the Activity.

Parental signature: ………………………………………………….

Print name: …………………………………………………. Date:

**I have read and agree to: -**

1 The Players registration and medical information form

2 The FA Respect and Burton Bullets Code for Spectators

3 My child has agreed to the FA Respect Code for Young Players.

4 I have seen the volunteer form and responded if applicable

5 I have paid the registration fee (payment details below): -

£75.00 per child and then:-

£50.00 for an additional child from the same family i.e. £125 for x 2 children (£75+£50)

£40.00 for a 3rd child in the same family i.e. £165 for x 3 children (£75+£50+£0)

**Sort: 30-93-91 Account: 01973249** the account name is Burton Leonard Bulletts (spelt incorrectly, don’t ask)

Please use child’s initial surname and age group as the reference e.g. Jack Smith U9

We can also accept PayPal please pay: - [BurtonBullets@outlook.com](mailto:BurtonBullets@outlook.com) please pay as a friend and family

Club News and Information: From time to time, we may wish to contact you with club information and news. If you wish to be excluded from this information, please notify any club official

**Data Policy:**

The data collected on these forms will be stored on the Club Player Register which is accessible only by the Club Chairman and Secretary. A shortened form will be passed to your child’s coach.

Certain data will also be entered onto the FA’s Whole Game System which is a club requirement as a club affiliated to the FA. Special category health information is required to ensure the health and safety of your child. Full information on the way we process, store and collect information about you can be found on the attached Club’s Privacy Policy.

**MAINTAINING BURTON LEONARD JUNIOR FOOTBALL CLUB THROUGH VOLUNTEERS**

Please help us to continue to provide football for local children….

As a community club we can only exist through the dedicated work of volunteers, so please help if you are able to. Full training and support will be provided where needed.

Please let your team coach know if you would be willing to help the club as a volunteer in any of the following ways

* Assistant Coach (we will fund all courses)

* Match day helper / team assistant
* A shift in the pavilion kitchen on match days helping with bacon butties/drinks
* Helping set up / take down goals and other equipment for matches / training
* Team admin (fixture secretary, treasurer, safeguarding checks)
* Other – please state:

**PRIVACY NOTICE - Burton Leonard Junior Football Club (BLJFC)**

**This privacy notice explains how we use any personal information we collect about you (the parents or guardians and your child the ‘player’.**

**Privacy Notice**

Burton Leonard Junior Football Club is committed to protecting and processing your personal data in accordance with the General Data Protection Regulations and the Data Protection Act 2018 (the legislation). For the purpose of the legislation and your personal data, Burton Leonard Junior Football Club is the Data Controller. Mr Kevin Greveson (Club Chairman and Registration/Fixture Secretary) is the Data Processor.

The General Data Protection Regulations are to safeguard your personally identifiable information or personal data. This privacy notice will be regularly reviewed and updated.

**What information do we collect about you and the player?**

We collect information about you and the player, when you first express an interest in the player joining the club and join the waiting list for a place. This information comprises contact details, child’s name and date of birth. We then collect further, more detailed information when the player is offered a place. This data is captured on the player registration form. This information relates to your child’s personal details (name, school, school year and date of birth plus any health issues of which we should be aware) plus details of primary contacts in case of emergency.

Information relating to usage of our website is collected using cookies. These are text files placed on your computer to collect standard internet log information and visitor behavior information.

**Why do we need to collect and use your personal data and that of the player?**

The primary legal basis that we intend to use for the processing of data is for the performance of effectively running a small football club. The information that we collect about you and the player is essential for us to be able to carry out the services that you require from us effectively. Without collecting personal data we’d also be unable to fulfil our obligations to you, the player and the FA which include safeguarding and ensuring the health and safety of the player, registering the player with the FA and the effective communication of matches and training sessions and other club information to parents and guardians.

Where special category data, such as the player’s health information, is required we’ll obtain your explicit consent in order to collect and process this information.

**How will we use the information about you and the player?**

We maintain a register of all players at the club which includes the player’s name, date of birth and address, any medical conditions of which the club should be aware and emergency contact details. This is held on a secure, password-protected platform and only accessible by the Club Secretary and Chairman. The register also indicates whether player registration forms and subs have been received for each player so assists with our administration and ensuring completeness of income.

Each coach receives an abridged version of this register with player full name, emergency contacts and medical conditions of which they should be aware to ensure that their health and safety is guarded.

Finally, each football club which is affiliated to the FA must register players with the FA via their Whole Game System portal. This data is processed by the Club Secretary based on the Player Registration Forms and comprises the child’s name, address and date of birth. The data held on the Whole Game System is subject to FA’s data protection policies and, should you have queries in this regard or require any further information, please contact the West Riding FA on 0113 2821222.

**Who might we share your information with?**

*If you agree,* we may email you about club events and news that we think may be of interest to you.

We won’t share your information for marketing purposes with companies outside of the club.

**How long do we keep hold of your information?**

Your personal data shouldn’t be held for longer than is required, which for BLJFC is the length of time that the player is registered with BLJFC. Once the player leaves the club all the data relating to you and the player will be deleted.

You have the right to request deletion of your personal data and/or that of the player and we will comply with this request.

**How can I access the information you hold about me?**

You have the right to request a copy of the information that we hold about you or the player. If you would like a copy of some or all of the personal information held please email us [BurtonBullets@outlook.com](mailto:BurtonBullets@outlook.com)

When the personal data is processed by automated means you have the right to ask us to move your personal data or that of the player to another organisation for their use.

We have an obligation to ensure that your personal information and that of the player is accurate and up to date. Please ask us to correct or remove any information that you think is incorrect.

**Marketing**

We’d like to send you information about our club from time to time about events and news which may be of interest to you. If you’ve agreed to receive marketing information, you may opt out later.

You have a right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please email [BurtonBullets@outlook.com](mailto:BurtonBullets@outlook.com)

**Cookies**

We use cookies to track visitor use of the website and to compile statistical reports on website activity.

For further information visit <http://www.allaboutcookies.org/>

You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser. However, in a few cases some of our website features may not function as a result.

**What can you do if you are unhappy with how your personal data is processed?**

You also have a right to lodge a complaint with the supervisory authority for data protection.

In the UK this is:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

0303 123 1113 (local rate)

**Changes to our privacy policy**

We keep our privacy policy under regular review, and we will inform you of any changes when they occur. This privacy policy was last updated on 10/09/23.

**How to contact us**

Please contact us if you have any questions about our privacy policy or information we hold about you or the player by emailing [BurtonBullets@outlook.com](mailto:BurtonBullets@outlook.com)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Information Held | Who is collecting it | How is it collected | Why is it collected | Lawful basis for processing | Who will it be shared with | How is it stored | When will it be deleted? |
| Names(s)  Address  Home, work, mobile phone number(s)  Email address  DOB(s)  Childs medical history | All Coaches  Administrators | Registration/ Medical forms | To be eligible to play for club  Parental/  Guardian consent  Medical emergency  Health & Safety  Correspondence  Insurance | Consent  Contractual  Fulfilment  Vital Interest  Legal obligation  Licensing and Registration of players | Coaches/  Assistants  Administrators  Football Association  League  Emergency Services | Paper – on file  Digital  Whole game FA system  Teamer web application | End of Membership |