

**PENKRIDGE JUNIOR FOOTBALL CLUB**

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FA Charter Standard Club 2003 | FA Community Club 2005 | FA Accredited Club



# **Penkridge Junior Football Club Managers Handbook**

## **Season 2024/2025**

# PENKRIDGE JUNIOR FOOTBALL CLUB

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## 1. Penkridge Junior Football Club Structure

Officers of the Committee are as follows, all of whom were elected at the AGM held in June 2024

### Key Officers :

Chairman	Norman Mence	07833 259307	<a href="mailto:normanmence@gmail.com">normanmence@gmail.com</a>
Vice Chairman	Ben Whitehouse	07815 190112	<a href="mailto:ben.m.whitehouse@gmail.com">ben.m.whitehouse@gmail.com</a> <a href="mailto:ben.whitehouse@wmtrains.co.uk">ben.whitehouse@wmtrains.co.uk</a>
Club Secretary	Paul Mallaband	07887 625971	<a href="mailto:paulmallaband@yahoo.co.uk">paulmallaband@yahoo.co.uk</a>
Treasurer	Carly Mence	07849 112585	<a href="mailto:carlymence@outlook.com">carlymence@outlook.com</a>
Welfare Officer	Grace Masinuka	07866 380378	<a href="mailto:grace.masinuka@outlook.com">grace.masinuka@outlook.com</a>
Welfare Officer	Leila Blakemore	07787 190469	<a href="mailto:leilablakemore@gmail.com">leilablakemore@gmail.com</a>
Communications Officer	Adam Rose	07967 716922	<a href="mailto:adam@awrose.co.uk">adam@awrose.co.uk</a>
Small Sided Secretary	Karl Ansell	07917 776157	<a href="mailto:k.c.ansell08@gmail.com">k.c.ansell08@gmail.com</a>

## 2. Payments to Penkridge Junior Football Club

TeamFeePay will be used for the majority of payments being made to the club.

### 2.1 TeamFeePay will be used for the following payments

- Annual Subscriptions
- Training Only Players
- Boys Soccer School
- Girls Soccer School

Note: for players joining the club part way through the season, then a payment option will be available for the Parent/Carer to select to cover the remaining of the season

#### 2.1.1 TeamFeePay Registration process

- For any new Team Managers/Coaches or Managers/Coaches taking over an existing team, the Treasurer will configure the Team and Team responsible person in TeamFeePay – following the configuration the Responsible Person will receive an email from TeamFeePay allowing them to login
- Selecting the **Social Share** button will generate a URL, that needs to be copied and sent to all Parents/Carers of your team via WhatsApp, Text Message or email
- Joining instructions to help you guide Parents/Carers through the signing up process can be found in Appendix A.
- Any Issues should be reported to the Treasurer

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## 2.2 Accepted Payment(s) direct to the club Account

- Paying into Teams Account
- Team Paying for 3G use for Games/Training
- Team Paying for School/Monckton use for Games/Training
- Bookings
- Sending's Off
- Player, Managers/Coaches and Parent Fines

### 2.2.1 Payment References

Please use the following payment references when paying money into the clubs account, allowing the Treasurer to tracking payments

	<u>Format</u>
Penkridge Juniors u16 Paying into Team Account	U16TF
Penkridge Juniors u16 Team Paying for 3G use for Games/Training	U163G
Penkridge Juniors u16 Team Paying for School/Monckton use for Games/Training	U16SC
Penkridge Juniors u16 Booking Payment	xxxxxU16BK
Penkridge Juniors u16 Sending Off Payment	xxxxxU16SO
Penkridge Juniors u16 Player, Managers/Coaches or Parent Fine	xxxxxU16FN
Penkridge Juniors u16 Colts Paying into Team Account	U16CTF
Penkridge Juniors u16 Colts Team Paying for 3G use for Games/Training	U16C3G
Penkridge Juniors u16 Colts Team Paying for School/Monckton use for Games/Training	U16CSC
Penkridge Juniors u16 Colts Booking Payment	xxxxxU16CBK
Penkridge Juniors u16 Colts Sending Off Payment	xxxxxU16CSO
Penkridge Juniors u16 Colts Player, Managers/Coaches or Parent Fine	xxxxxU16CFN

**xxxxx is the first five characters of the persons Surname – eg. Pritchard – pritcU16BK**

### 2.2.2 Club Bank Account Details

Account Name: Penkridge Junior Football Club  
Sort Code: 20-81-00  
Account Number: 60640883



### 3 Penkridge Junior Football Club Code of Good Practice and Rules of the Club

- All Players and Parents/Grand Parents and other supporters should be aware of the contents of the Staffs FA <https://www.staffordshirefa.com/about/rules-and-regulations>

Where we have multiple teams at the same age group, team names will contain a suffix so removing any suggestion of tiered teams e.g. Penkridge Juniors United

#### **Ethos of Non Competitive Football u7s to u11s inclusive**

- Everyone has reasonable equal playing time.
- No discrimination
- Utilise roll on roll off substitutions.
- Make games and training fun and rewarding
- No indication to children, or parents that children need to perform or improve in order to play in matches, as it is non-competitive, the result does not matter.
- No reference too, or practice of First Team or Development Team, within a team
- Ensure there is consistency in communication to parents regarding games, no need to announce players as all registered players are eligible to play

The main issue raised by Parents at the Non Competitive age groups is the game time their child gets; it is **highly recommended** that all Managers/Coaches keep a record of the game time of each player for each match.



## 4 Guidelines for Managers, Coaches and Volunteers

### 4.1 Manager/Qualifications

**No one is allowed to Coach a team at training or a league game or a Summer Tournament unless they hold an in date DBS and Safeguarding Children Qualification**

- All *designated* Team Managers/Coaches must mandatory complete the following qualifications and they must be kept in date
  - Disclosure and Barring Service ( DBS )
  - Safeguarding Children qualification
  - Introduction to Coaching Football, within the first 12 months of being with PJFC
  - FA First Aid qualification, within the first 12 months of being with PJFC
- All team Volunteers (Assistant Managers/Coaches) must mandatory complete the following qualifications and must be kept in date
  - Disclosure and Barring Service ( DBS )
  - Safeguarding Children qualification
- Note:
  - Qualifications are renewed
    - Disclosure and Barring Service ( DBS ) every three years
    - Safeguarding Children every two years
    - FA First Aid every three years
- How to access qualifications
  - Disclosure and Barring Service ( DBS ) contact the Club Welfare Officer(s)
    - The following information will need to be provided to the Club Secretary and Club Welfare Officer(s) to start the process
      - Name
      - FA FAN number
      - Date of Birth
      - Address including Postcode
      - Telephone number
      - Email address
  - Introduction to Coaching Football, Safeguarding Children and FA First Aid contact Club Secretary who will point you to the required Staffs FA web page
- Course qualification Payments
  - The club will pay a 50% contribution towards all course costs

### 4.2 Player Registration

- All Players will need to be added to the FA's **Wholegame** portal by the Manager/coach/assistant as either training or playing without this process being carried out the players are not on the Club register and therefore not covered by our insurance.
- League Players Registration is needed for all players who will play in your team. This can be done on the **Wholegame** portal either individually or as a group of players.
- Registration Process – Provided by the Mid Staffs League, but will apply to any league PJFC teams play in



## Wholegame Player Registration Process

### Teams / Clubs Registering Players

Your Club is responsible for allocating team officials on WholeGame to be able to register players (usually the Club Secretary)

The allocated team official then has access to WholeGame Player Registration.

Once in WholeGame you will see a tab PLAYERS on the left. Click on that.

Near the top you will see in blue ADD PLAYER. Click on that.

Next, hit the **SEARCH PLAYERS** in blue tab. Put in the name and dob of the player.

... If this is a new u7s player then he/she probably won't appear. In which case go back and click the **CREATE PLAYER** tab.

... If this is an older player then make sure you proceed via SEARCH and make sure you experiment with names ie If Bill doesn't turn up then try William or Will. (WARNING: if you don't bother with this and end up creating the player twice then it all becomes a nightmare!).

So, assume we want to continue and create a player ...

... You need to insert their name (first and last only if possible), dob, gender, nationality and Post Code

... You need to insert their photo (head & shoulders only, no hat, must be clear

That should allow you to register the player into the club.

You then need to continue with registration via the 4 green box tabs:

1. Player Details, edit player and add that players consenting parent (name, dob, email, postcode)
2. ID. You need to accept that you have seen the players dob on their passport or birth certificate
3. Assign Team. You need to tick the correct team for this player.
  - a. If your club has not told the FA that this is a mixed gender team then a girl applicant will not be allowed (vice versa). Get your club secretary to tell the FA it is a mixed gender team.
4. Click the Consent Tab. You can only proceed via ONLINE CONSENT. Offline will be rejected.

Once the consenting adult has given online consent via the FA system then this box will have a green fill.

You can then press SUBMIT TO LEAGUE

- Once a Player has been registered via the **Wholegame** portal this is when they are obliged to pay a seasonal Subscription Fee for either Playing or Training. The Fees are due at the start of the season and are to be paid via TeamFeePay and must be in place before the Season starts.
- Any problems with collecting subscriptions you must escalate this to the Treasurer.



## 4.3 Meetings

- Attendance at Club Committee meetings – minimum of 1 representative per team, per scheduled meeting which are agreed at the start of each season via Club Secretary.
- Attendance at League Meetings – minimum 1 representative per team, as required by which league your team is affiliated too or as agreed with League.

## 4.4 Match Day Actions

- You will pick up fixtures from Scheduled League meetings. For those teams not playing centred football, once you know when you are scheduled to play at home, you must book your pitches with Paul Mallaband- via email or text
- You will be given a handbook from your league covering paperwork and procedures for match day reports. In general you will need to report in results within a couple of hours of the match via the **Full time website or App**. Please ensure you have read your league guidelines to avoid any fines.
- You must pay the referee; updated fees are sent out by each league at the beginning of each season. At various points in the season 'a managers float' can be requested from the Treasurer (usually beginning of the season, New Year, Easter time), no Manager/Coach is expected to be out of pocket – Each Manager/Coach must keep a record of the monies spent reconciling with the Treasurer at the end of the season, and must be before the AGM.
- For none Centred Football if a match is cancelled for any reason – please remember to cancel your pitch, again with Paul Mallaband, to avoid unnecessary costs. If pitches are not cancelled the fee will be charged to the individual Team.

## 4.5 Communications

- Produce a Team Newsletter or Digital communication app keep parents with as informed as possible.
- Encourage Parents to support Club Events
- Help will be needed from Coaches/Managers/Volunteers at Club Events
- Use the Facebook encourage Parents and Players to use it.
- Managers should be wary of using social networking sites as the primary way of communicating with players.
- Don't accept as a friend, players or referees U18 on social networking sites they are members of or share their own personal social networking sites with children or young people involved in youth football
- Teams wishing to place adverts or notices in local newspapers or Social Media Posts should pass them to the Communications officer (Secretary or Chairman if there is no Communications Officer in post) to ensure we standardise anything going out from the Club.



## 4.6 Membership Subscriptions

- The Annual Subscription fee goes towards the basic cost of Football and includes the following items:
  - Insurance for every player, manager, coach and volunteer
  - Equipment – general equipment required to host a coaching session; this is held by the Manager/Coach.
  - Kit if required if a team does not have a sponsor or someone willing to pay for one and have their name on the shirts
  - Pitch Fees for Matches and Training
  - Referee Fees
- From time to time, you as managers may collect weekly subs to go your own teams account to fund items such as tracksuits, Christmas/end of season Party etc. You must ensure you make it clear to all your parents what you are collecting this money for. They have been informed via the Chairman's letter that these additional funds are not mandatory and that it is your responsibility to let them know your intentions.
- Failure for the Club to receive a payment or the full Subscription fee may result in the Child being suspended or excluded from playing and representing PJFC until the outstanding amount is paid in full. Players registrations can be withheld by the Club in event of monies being owed, this would mean the child/player could not play for another team within Staffordshire leagues until the outstanding monies are paid.

## 4.7 Finance, Fundraising and Purchasing

- Any money raised or collected through weekly subs should be deposited into your team account, which is held within the Clubs main account at the earliest opportunity.
- Finance transactions are all now online and can be arranged via the Clubs Treasurer.
  - **Team Deposit**, to be used to deposit money into for PJFC team account electronically as per the Treasurers instructions.
  - **Finance Request**. To be used to send electronically to cover an expense paid for by yourself and approved by the club or to request a managers float to pay for referee's fees.
  - **Team Withdrawal**. To be used to withdrawal funds from your PJFC team account.
- Any **Team** fundraising events must be approved by the Committee before taking place.
- Any fundraising activities must be clearly identified as fundraising on all promotional material
- Team equipment purchases, all team purchases should be coordinated through the Chairman. A PJFC order form should be completed clearly showing where funds are to be drawn from, if a purchase is from club funds this must be authorised first.

## 4.8 Club Colours and Logo

- Club colours – Yellow Shirts (predominantly Yellow), Royal Blue Shorts and Royal Blue Socks
- Club football strip and branded clothing – as a minimum should contain the club badge
- Pendle is used as the main source of supply for kits and equipment but other suppliers can be considered in ensuring best value and quality is assured.





## 4.9 Accidents

- In the event of an accident, please complete a Club Accident form, to be given to the Club Secretary. Any serious accidents resulting in broken limbs are covered by our insurance and a claim can be made, but they need to be reported to the Club Secretary immediately. Any player attending hospital after sustaining an injury at a game or at training, then a Club Accident form should be completed and sent to the Club Secretary. Forms can be downloaded from the Penkridge Junior Football Club website

## 4.10 GDPR

- As a manager/coach you will have sight of all personal information of the players. You must not give any details to any other party without the consent of the players parents.
- At the end of the season any records you hold must be destroyed by shredder, please do not just throw in the bin or deleted from any electronic device.

## 4.11 Complaints

- All complaints must go through the Club Secretary, to protect yourself, you must not try to resolve on your own. There is a committee in place to help protect you and protect the players. Any complaints that need escalating to the league or to the FA must be done through the Club Secretary and/or the welfare officers.
- If your complaint is with regards to the welfare of a child, you should contact one of the clubs Welfare Officers in the first instance.

## 4.12 Development of Volunteers and Players

- In addition to the Coaching courses mentioned, there are opportunities for Volunteers to attend various courses, Coaching, first aid, child welfare.
- As a club we are also encouraging our players to take courses and become more actively involved in the club in other roles than playing.
  - At age 14 we can offer Referee Course
  - At age 16 we can offer Level 1 Coaching courses.
- The club will make a financial contribution to the costs incurred by attending the courses.
- Once a player reaches School Year 10, if they are looking academically at sports related qualifications, we are able to offer them voluntary work that may help with what they are trying to achieve. All players need to be aware of this and seek advice from older players that may well be helping out.



## 4.13 Fines

- From time to time we will incur fines. The Policy of the Club is:
  - Yellow Card / Red Cards – these are the responsibility of the Player and therefore must be settled by the player being paid through the club. If a Red is disputed then the Club Secretary will help with any disputes, but again the outcome/additional fine must be settled by the player. Yellow cards and in some cases Red cards are not disputable,
  - Team Fines are received when scores/teams haven't been updated on the Full Time website or App hasn't been sent back in time, when fixtures are postponed. The Club takes a view that each team may be allowed a fine during the season, for the fact that things can be overlooked from time to time, however this is at the Club Secretary discretion in terms of reasonableness.
- Payment for bookings and sending off – it is the club responsibility to pay the Staffs FA within the stipulated time period otherwise the club will be further fined, payment by the player to the club must be paid in 14 days otherwise player will be suspended
- Should a team reach five bookings then there is an additional fine from the Staffs FA over and above the bookings themselves, around £20 and if a team reaches 10 bookings, then there is a further fine of around £50, these fines will be paid for by the teams, not the club

## 4.14 Other Committee Members

- There is vast experience and knowledge within the Club amongst the Club Officers and Managers/Coach and all are there to help each other, no one needs to struggle on their own. All the Officers have specific roles and again you should use these Officers for any help you need



## 4.15 Venues and Pitch Booking

- Pitch locations will be allocated at the beginning of the season.
- Managers are **NOT** to contact the Schools/Monckton direct, but to go through the Schools Liaison Officer
- All Friendly games must be arranged through the Schools Liaison Officer
- The Club will pay for **TWO** home friendlies throughout the season, any additional home friendlies must be paid for by each team and will be taken from the Team Funds
- Managers, with the exception of Centred Football **MUST** contact the Schools Liaison Officer with home fixtures for the month as soon as possible after the teams monthly league meeting so that the Schools Liaison Officer can book the pitches with the Schools/3G/Monckton
- During the inclement weather, continued rain, snow, frozen pitches, where teams share a Pitch (be it in the morning or afternoon or one team plays in the morning and the other in the afternoon) then the following priority will apply
- Oldest team playing a Cup game
  - Next oldest team playing a Cup game
  - Oldest team playing a League game
- Cup games will **ALWAYS** take priority
- The above criteria does not apply when matches take place on the 3G – scheduling of matches on the 3G will be on a rotation basis to make it fair to all – unless it is agreed otherwise between the Club Secretary and eligible teams
- The 3G being used for matches will be the u15s and above
- It is assumed that the home game has taken place and thus will be paid for, should your home game be cancelled due to inclement weather, the opposition or league cancelling or changing the fixture then the School Liaison Officer should be contacted on the day of the cancelled game, by text message, email or telephone call so that the School can be emailed and then we won't be charged for the pitch use.

## 4.16 3G Pitch at Penkridge Leisure Centre

- All bookings training and games are made through the Club Secretary
- Managers/Coaches can make bookings on the 3G, but will have to pay for them and will not get the club's discount
- Only Managers/Coaches and assistants are allowed on the 3G and **MUST** hold a valid DBS and Safe Guarding Children qualification
- Penkridge Leisure Centre 3G Rules (provided by the Leisure Centre)
  - Spectators are not permitted onto any part of the 3G pitch, (Including the dug outs) Parents should spectate from the concreted area only or outside the cage.
  - Correct footwear must be worn at all times. Spikes are not acceptable on our pitch. Black soled Astro trainers, or moulded studs are permitted.
  - Vaping/Smoking is not permitted on any part of our premises.
  - Bookings are for 55 minutes to allow the next team change over. You should depart the pitch on time, so not to delay the next booking. Any 'team talks' should take place off the pitch after the booking.



## 4.17 Minimum number of Players to constitute a game

- Not having 11 players (or 9, 7 and 5 players depending on age group) is not a reason to call off a game.
- The minimum number of Players that will constitute a Team for a Competition Match is as follows:
  - 5v5: 4 minimum.
  - 7v7: 5 minimum.
  - 9v9: 6 minimum.
  - 11v11: 7 minimum
- Most league issue a fine for cancelling a game and don't take kindly for the reason for cancelling is you don't have 11 players - The fine for cancelling is £50 per game and depending upon the league it can go up for each time you cancel a game.
- Cancelling a game on the day, the fine is £100.
- Again depending upon the league you will lose the points and not get the game rescheduled
- Whilst it may not be idea playing without a full team or having your strongest team available, be aware of the financial implications to the club or the team may be asked to cover the costs.

## 4.18 Social Media

- We have to accept that players have access to computers and phones making it easy to access social media and have the skills to create images and videos and think that there is nothing wrong posting these videos as there are plenty of videos on the internet mocking professional teams and players, but just because others do it, its not acceptable for any of our players to do it.
- As Coaches you need to ensure your players and parents are aware that it is not acceptable to post anything that the FA may see as Offensive, Insulting, Abusive, Threatening, Racist, Discriminatory and any other reference that may cause offensive or harm to others and the consequences from the FA for the club and player(s) involved.
- Please read and direct Parents and Players to the Social Media Policy on our Web Site
- An incident happened in the 2022/2023 season and the Staffs FA have provided the following what the club can be fined and games players can be suspended for
  - **The Club**  
E20 – Club Charge - It is alleged that the team failed to ensure that player(s) conducted themselves in an orderly fashion and refrained from improper, violent, threatening, abusive, indecent, insulting and/or provocative words and/or behaviour contrary to FA Rule E20. Youth Teams: £0 - £200 fine
  - **The Players**  
For charges relating to an offence made in writing only or via a communication device (incl. social media), the Commission will not be bound by the six match minimum, but can only go below if specific exceptions apply. The minimum in these cases will be a three match suspension.



## 5. Insurance Policies

- Copies of the Insurance Policy are available upon request from the Club Secretary

## 6. Policies

- The following policies are available from the Club Secretary and will be available on the Club Web Site to download/print once it has been updated
  - Safeguarding Children (\*)
  - Equality Policy (\*)
  - Respect Code of Conduct (\*)
  - Football Leadership Diversity Code (\*)
  - the-fa-anti-bullying-policy-for-clubs
  - responsible-use-of-social-networking-sites
  - FA social-media-policy
- Penkridge Juniors Club Complaints Procedures

*(\*) this policy is not updated by Penkridge Juniors it is a mandatory adopted policy as part of the FA Accreditation process*

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## Appendix A - Penkridge Juniors TeamFeeay Joining/ Registering Instructions

### Step 1 - First the details of the Parent/Carer are entered



Penkridge Juniors FC

Penkridge Juniors FC, Under



If you are a parent or guardian registering for a TeamFeePay account to manage memberships for one or more children, then please enter your details on this screen.

Details of the children will be entered on later screens.

#### Penkridge Juniors FC registration

Already got an account? Use the Existing User option above to log in.

First name \*

Last name \*

Email \*

Password \*

Password confirmation \*

Create User

### Step 2 - Parents and Guardians should select yes



Penkridge Juniors FC

Registration Form for Penkridge Juniors FC as part of the Under

Are you a parent/guardian registering a child? \*

Yes

Continue

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## Step 3 – First and Last Name, email, Mobile phone number need to be entered



Penkridge Juniors FC

### Registration Form for Penkridge Juniors FC as part of the Under

#### Parent/Guardian Details

Child's details are added below in Member Details

First name \*

Last Name \*

Email \*

Will also be used for logging in

Mobile Phone \*

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## Step 4 – Enter Players details:

- FA Number – Enter if known
- First Name – Required field
- Last Name – Required field
- Date of Birth – Required field
- Consent to use photograph – Yes or No Required
- Consent to use photograph on social media – Yes or No Required
- Allergies – Optional
- Disabilities – Optional
- Medical conditions - Optional



Registration Form for Penkridge Juniors FC as part of the Under

Member Details	Requirements
<p>FA Number</p> <input type="text"/>	<p>Consent for us to photograph the member? *</p> <input type="text"/>
<p>First Name *</p> <input type="text"/>	<p>Consent for us to use those photographs on social media? *</p> <input type="text"/>
<p>Last Name *</p> <input type="text"/>	<p>Allergies</p> <p>Do not enter anything if there aren't any</p> <input type="text"/>
<p>Date of Birth *</p> <input type="text" value="dd/mm/yyyy"/>	<p>Disabilities</p> <p>Do not enter anything if there aren't any</p> <input type="text"/>
	<p>Medical conditions</p> <p>Do not enter anything if there aren't any</p> <input type="text"/>



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## Step 5 – Add details for the Player emergency contact

These details can be the same details as the parent / guardian entering the information but their information needs to be added again. Minimum will be first and last name and mobile number.

### Step 5.1 Click on Add a Contact

### Emergency Contacts

At least one contact is required

[+ Add a Contact](#)

[Register](#)

### Enter details

#### Emergency Contacts

At least one contact is required

First Name *	Last Name *	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
Mobile Phone *	Home Phone	
<input type="text"/>	<input type="text"/>	

[Remove](#)

[+ Add a Contact](#)

When this has been done click the Register button as per above

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## Step 6 – Join a Plan

Step 6.1 Select the appropriate season



Penkridge Juniors FC

### Join a Plan

#### Select a Season

Season \*

Step 6.2 Select the team the Player will be playing for in the coming season – please ensure the correct team is selected e.g. last season may have been Penkridge Juniors u12 Hurricanes, this season would be Penkridge Juniors u13 Hurricanes

#### Select a Team

Team



## Step 6.3 Select a payment Plan

### Select a Payment Plan

Payment Plan

There are four payment plans:

- Annual membership fee (1 payment of £185)
- Annual membership fee (8 payments starting at £23.13 moving to £23.12)
- Training only annual membership fee (1 payment of £160)
- Training only annual membership fee (8 payments of £20)

## Step 6.4 Payment Collection dates will be as follows.

### Annual membership fee (1 payment)

£185.00 on 09/09/2023

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### Total Payable: £185.00

*All dates and monetary values on this page are for illustration purposes only*

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## Annual membership fee (8 payments)

£23.13 on 09/09/2023

£23.13 on 09/10/2023

£23.13 on 09/11/2023

£23.13 on 09/12/2023

£23.12 on 09/01/2024

£23.12 on 09/02/2024

£23.12 on 09/03/2024

£23.12 on 09/04/2024

**Total Payable: £185.00**

## Training only annual membership fee (1 payment)

£160.00 on 09/09/2023

**Total Payable: £160.00**

*All dates and monetary values on this page are for illustration purposes only*



## Training only annual membership fee (8 payments)

£20.00 on 09/09/2023

£20.00 on 09/10/2023

£20.00 on 09/11/2023

£20.00 on 09/12/2023

£20.00 on 09/01/2024

£20.00 on 09/02/2024

£20.00 on 09/03/2024

£20.00 on 09/04/2024

**Total Payable: £160.00**

Join Plan

Once the plan has been selected click on Join Plan

*All dates and monetary values on this page are for illustration purposes only*

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## Step 7 – Agree Club Documents

Review the codes of conduct for players, spectators and parents.  
Click on the codes of conduct to open up a PDF to view them  
Once you agree to them click on Accept All

---

### Club Documents

---

#### Name

[Players code of conduct](#)

[Spectators and parents code of conduct](#)

Showing 1 to 2 of 2 entries

---

[Accept All](#)

---

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## Step 8 – Add more members

If you have more than one child with the club and they are both in one of the teams that are included within the roll out of TeamFeePay please say yes and enter them as well.



**Penkridge Juniors FC**

### Add more members

Do you want to add more members at this time? \*

**Continue**

# PENKRIDGE JUNIOR FOOTBALL CLUB

FA Charter Standard Club 2003 | FA Community Club 2005 | FA Accredited Club



**Step 9 – Enter Payment Details – Please note no payments will be taken until 09/09/2023**

Step 9.1 Click on Add a new Card

## Payment Cards

| Payment Cards

You must add your payment card to complete your membership sign-up. Your car

[Add a new card](#)



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Step 9.2 You can pay by the following methods:

- Google Pay
- Pay with Link
- By entering card details

Please note all card details are held securely by Stripe and the club does not have access to these details.

# PENKRIDGE JUNIOR FOOTBALL CLUB

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Or enter payment details

Email

## Save card information

Card information

<input type="text" value="1234 1234 1234 1234"/>	
<input type="text" value="MM / YY"/>	<input type="text" value="CVC"/>

Name on card REQUIRED

Country or region

<input type="text" value="United Kingdom"/> <span>▼</span>
<input type="text" value="Postal code"/> <span>ⓘ</span>

**Securely save my information for 1-click checkout**  
Pay faster on Team Fee Pay and everywhere Link is accepted.

By saving your card information, you allow Team Fee Pay to charge your card for future payments in accordance with their terms.