

June 2006

Dear ERSDA Coach

As we are approaching the start of our 2006/07 season, it is necessary for each of you to complete and return the attached forms. You may have completed these forms in the past and therefore feel this is not necessary, however all forms need to be re-submitted every season. This information is essential for several reasons given you are affiliated to ERSDA. We, as a Committee, have responsibilities to ensure this information is requested and completed, as outlined below:-

SYFA Registration (1 per age group per club)

- Compulsory ruling from SYFA as an affiliated team under ERSDA.
- Failure to register with SYFA will not allow participation in the ERSDA 7's league
- Please return this completed form(s) direct to SYFA - Hampden Park with payment.
- **Completed forms to be submitted by 22nd July 2006.**

Coach Registration Form (1 per coach)

- to ensure ALL our coaches, directly working with the children, have been appropriately checked under Disclosure Scotland Legislation. As you will agree, as coaches and parents, our priority is to ensure the safety of the children.
- to ensure our records are up to date for communication / knowledge purposes
- to ensure the coach has signed declaration of their understanding and responsibilities
- witnessed by a Club Secretary or Player Protection Officer to confirm factuality
- **Completed forms to be submitted by 22nd July 2006.**

Club Registration (1 per club)

- is compulsory - to ensure we have sufficient insurance cover for all participants of ERSDA activities
- effectively manage the fixtures with registered teams
- have visibility and control of all registered teams to ensure effective management
- **Completed forms to be submitted by 22nd July 2006.**

Player Registration / Parental Consent (1 per player)

- essential to obtain information to ensure correct contact / procedures are taken where necessary
- it is the responsibility of the club to ensure these forms are distributed to each and every player, completed and returned to ERSDA.
- This is a new criteria from SYFA and is compulsory
- **Completed forms to be submitted by 3rd September 2006.**

Self Declaration (1 per coach)

- This is required, particularly in the absence of prompt Disclosure Scotland processes, that each coach honestly declares any previous convictions or criminal investigations.
- This is a compulsory requirement.
- **Completed forms to be submitted by 22nd July 2006.**

All forms will be distributed via post, e-mail & online. I apologise in advance, should you receive more than one / all requests for this information. This is required **NO LATER THAN - Friday 22nd July 2006.** All SYFA, coach and club registrations must be submitted and authorised by ERSDA before the start of the season on Saturday 26th August. No exceptions will be made for late registration.

I have attached the agreed season dates for autumn/winter 2006 for your information. Please note we have no fixtures during October breaks due other commitments and previous turnout at this time. We do intend however, to organise time at K7X for those children available.

Autumn / Winter Season 2006	
Start	26 th August 2006
Break for October	14 th & 21 st October
	NO FOOTBALL FIXTURES DURING THESE DATES
Re-commence	28 th October 2006
End Season	9 th December 2006

The SFA have submitted the revised Coach Education timetable for all courses for 2006/07. Should you require dates or booking information, please check out the website or call Nicola Barbour 0141 577 3922.

I would also like to inform you that the ERSDA AGM will be held on 3rd September - 7pm - venue TBC. This meeting will also be the next Coach General Meeting. Please be reminded that from August 06, any club with no representation at each age group at these meetings will be fined £5 - this was voted for at previous meetings and falls in line with other leagues.

As main club contact, please distribute, collate completed form(s) and return by **22nd July 2006** to: ERSDA Secretary, Rhullan House, 1 Montgomery Drive, Giffnock, G46 6PY or e-mail: secretary@ersda.co.uk (with exception of SYFA form which should be returned to Hampden).

Please feel free to contact any member of the committee with any further enquiries you may have. All information and forms can be found on-line - www.ersda.co.uk.

Thanks in advance for your co-operation.

Audrey Harrison
ERSDA Secretary
On behalf of ERSDA Committee