

REGISTRATIONS: A GUIDE FOR CHILDREN AND YOUNG PEOPLE PLAYING WITHIN THE CLUB ACADEMY SCOTLAND PROGRAMME



**NOTHING
MATTERS
MORE**



This guide is for young people registering to play within the Club Academy Scotland Programme (CAS).

If you are registering with the Scottish Youth FA, Scottish Women's Football or one of the other Affiliated National Associations (ANAs) please contact the relevant ANA by **CLICKING HERE**

If you have the opportunity to register with a professional football club this can be a great experience that can enhance your football journey and develop you as a player and as a person. However there are rules and regulations about registering to play with clubs in the Club Academy Scotland Programme (CAS) and it is important that you and your parent/carer/s fully understand what registering with a professional club means and how it affects you.

A club registration:

- Is not a contract - It's a registration that allows you to play for a club
- Is a binding legal document
- Does not guarantee you game time
- Is not guaranteed every year

Depending on how old you are there are different registration rules and processes. It is important you know about these rules and processes **BEFORE** signing the registration form and this guide will help you with that. If you need any more information about the rules then please ask your club before signing the registration form, or you can contact the Scottish FA Registrations Department by emailing registrations@scottishfa.co.uk



YOUR REGISTRATION WITH A CLUB ACADEMY SCOTLAND CLUB

To play football for a CAS club you must be registered with a particular age group, depending on how old you are.

There are rules for each age group that set out when you can register and how long the registration will last.



AGE GROUPS 10 – 14 YEARS

- You can register at age 9 years as long as you will be 10 years of age during the season
- The registration will finish automatically at the end of the season
- The club must, by the end of the season, confirm to you and your parent/carer in writing that they intend to offer you a registration for the following season. You can then choose whether to register with the same club again or register with another club instead
- If the club makes another offer of registration to you and you don't want to stay at this club for another season, then the club may have a right to be paid money by another CAS club you register with to cover the cost of the training you've received. This is called 'reimbursement of training costs'

These costs would be paid by the new CAS club you register with and will not stop you from playing with your new club as the clubs will sort this out between them, with the help of the Scottish FA if necessary

AGE GROUPS 15 – 17 YEARS

- By the end of each season when you are moving from age group 15 to 16 and again from 16 to 17 years the club must tell you and your parent/carer in writing that they intend to take your club registration forward into the following season
- If the club does not tell you this then your registration will finish automatically at the end of the season
- If the club takes your registration forward then you will stay registered with that club. The registration can be cancelled in one of the ways described in the next page
- When you are 17 years old, your registration will finish automatically at the end of the season, unless it is cancelled beforehand
- When you are 16 years old the club may offer you a professional contract before the end of your registration period
- If the club offers you a professional contract and you don't want to sign it then when you leave the club it may retain a right to be paid money by another club you sign a professional contract with, to cover the cost of the training you have received. This is payable by your new club to your old club
- If you are not offered a professional contract by the time your registration finishes you will leave the club and the club has no right to reimbursement of training costs if you register for another club



CANCELLING YOUR REGISTRATION

Sometimes during the time you are registered to play with a club either you or the club may want to end that registration so that you can play football at another club or do something else altogether.

There are rules about how a registration can be cancelled, which are different depending on how old you are.



AGE GROUPS 10 – 14 YEARS

Your Registration can be cancelled:

- If you, your parent/carer and the club agree it should be cancelled
- If you have played in less than 25% of the games that you were eligible to play in during the season you or your parent/carer can ask the club to end your registration. If the request is refused then you or your parent/carer can ask the Young Players Wellbeing Panel to consider your request within 14 days after the end of the season
- By the club in “exceptional circumstances”. For example, this could be if the Academy closes down. If you don’t agree with this decision about your registration then you or your parent/carer can ask the Young Players Wellbeing Panel to decide if your registration should continue
- If you ask your club to cancel your registration so you can play for a Scottish Youth FA club. If the club refuses to do this then you can write to the Scottish FA Registrations Department registrations@scottishfa.co.uk and ask that your registration be cancelled. You can start playing for your new SYFA club 28 days after you contact the Registrations department and will be able to play for the SYFA club for the rest of the season
- By your parent/carer during the season, if you are aged 9 to 11 years. However, you will not be allowed to register for another Club Academy Scotland club for the rest of the season. You can register with a Scottish Youth FA club to keep playing football

AGE GROUPS 15 – 17 YEARS

Your Registration can be cancelled:

- If you, your parent/carer and the club agree it should be cancelled
- If you have played in less than 25% of the games that you were eligible to play in during the season then you or your parent/carer can ask the club to end your registration. If the request is refused then you or your parent/carer can ask the Young Players Wellbeing Panel to consider your request within 14 days after the end of the season
- By the club in “exceptional circumstances”. For example, this could be if the Academy closes down. If you don’t agree with this decision about your registration then you or your parent/carer can ask the Young Players Wellbeing Panel to decide if your registration should continue
- By you or your parent/carer asking the Young Players Wellbeing Panel to cancel your registration or to allow you to play with a Scottish Youth FA club during the period of your registration



THE YOUNG PLAYER'S WELLBEING PANEL (YPWP) REGISTRATION DISPUTES

The YPWP makes decisions about registration disputes for children and young people playing within the Club Academy Scotland programme.

Decisions will be made in the best interests of the child or young person whilst following the Scottish FA's Registration Procedures.

If you have any issues with your registration then you and/or your parent/carer in the first instance should approach your club's Child Wellbeing and Protection Officer. If you are not sure who the Child Wellbeing and Protection Officer is then you can find his or her details on your club's website or you can contact the Scottish FA Wellbeing and Protection department childrenswellbeing@scottishfa.co.uk who will be able to tell you.

If you are unable to resolve the registration issue with your club then you can ask the Scottish FA's Young Players Wellbeing Panel to consider the dispute.

To do this you, or your parent/carer, should email the following information to the Head of Football Governance registrations@scottishfa.co.uk

- Your name, address and date of birth
- Your parent/carer's name and contact details (email & preferred phone number)
- Your clubs details
- The details of the registration issue that you are looking to be resolved

The Head of Football Governance will then arrange for the YPWP to meet to consider the issue as quickly as possible.

The YPWP normally involves three members who are independent and not linked with any club. A meeting will usually take place at Hampden Park, Glasgow and you, your parent/carer and the club will all be told the date and time so that you can come along. You will also be sent any relevant information that will be considered by the YPWP in advance.

If you would like to attend the meeting then you can bring someone with you who can speak on your behalf. You can also bring your parent/carer/s and up to two other people to support you, but who may not speak for you. If you have any concerns about attending the meeting or there is anything that can be done to make you feel more comfortable about attending then please let us know and we will try our best to put things in place for you.

The club also has the right to attend the YPWP meeting. You and the club must confirm who will be attending the meeting no later than five working days before the meeting.

After the meeting you and your parent/carer will be told the decision of the YPWP in writing by email. The decision of the YPWP is final and cannot be appealed further within the Scottish FA.



WELLBEING AND PROTECTION IN SCOTTISH FOOTBALL

Regardless of how you are involved in Scottish football we want you to **be safe, have fun and enjoy it**. We want everyone to respect and promote your rights and to take your wellbeing and protection seriously so that you can achieve the best you can.

Should you have any questions or concerns about your registration and/or involvement with your Club Academy Scotland club, you can raise them confidentially and directly with the Scottish FA Wellbeing and Protection Department. To do so, please contact the team by emailing childrenswellbeing@scottishfa.co.uk and we will get back to you as soon as possible.

If you would like more information about your rights or further support and guidance, you will be able to find more information on the Scottish FA's 'Information for Young People' webpage [HERE](#).





WWW.SCOTTISHFA.CO.UK
HAMPDEN PARK | GLASGOW | G42 9AY



NOTHING
MATTERS
MORE