



Midsomer Norton Rugby Club

Junior Section Welcome Pack

Season 2019/2020



Midsomer Norton RFC

Norton Rugby Football Club Limited

Dear Player and Parent/Guardian,

Welcome to our club as we embark on a very exciting 2019/2020 rugby season.

This welcome pack should provide you with all the information you need for the 2019/2020 rugby season. If after reading through the information provided you feel you have further questions please feel free to ask.

The New Season will start on Sunday 1st September at 10am.

Membership Fees

Membership fees for the 2019/2020 season will be £60.00 per family.

Membership can be carried out online, as well as paper based.

There are supporting documents on how you can register and renew your membership online.

All the forms needed for registration are within this pack if you wish to register using the paper based option. There is a separate document on membership and registration a bit later on.

Registration must be completed on the first four Sundays in September and I would emphasize that players are not insured or entitled to play for the club unless their membership fee has been paid. Anyone who feels they may experience any difficulties please contact me as soon as possible. Please note, if a senior membership is paid, this will cover your child/children playing in the junior section. Membership includes a card which allows parents to purchased alcoholic drinks at a discount the bar.

Support your Child

We would like to encourage all parents/guardians to stay and watch your child train or play a match. Refreshments are available from 10am and the bar open at noon. Please join us for a drink in the clubhouse after training.

Importance of Information

It is vital that the club is kept aware of any change to contact details or medical conditions and therefore the completion of the 'new' player registration form is vital however should any changes occur throughout the season please inform the club as soon as possible.

If administering your registration online, you can maintain the data we hold for your child yourself and any changes in these details must be updated accordingly.



Midsomer Norton RFC

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Clothing

No kit or boots will be tolerated in the clubhouse. All players must change following any training or matches. Please also ensure that players have the appropriate playing or training kit depending on the weather of the day. There are changing and shower facilities available and the club would ask that these are respected.

Other Information

Norton Downs Playing Fields are for the recreation of people and not dogs. Please do not bring your dog to the grounds.

The clubhouse and changing rooms at Midsomer Norton Rugby Club are NO SMOKING zones.

Please check our website for details on fixtures and events at www.midsomernortonrfc.co.uk.

Wishing everyone a safe and happy 2019/2020 season.

Yours Sincerely

Connie Fuller

Junior Section Membership Secretary

Tel: 07843 593625

[Email: conniefuller8@aol.co.uk](mailto:conniefuller8@aol.co.uk)



FAQ



From what age can my child join MNRFC?

Your child will be able to train with us from the age of 5 - once they are in reception at school, they are not allowed to play until they are 6 years and 1 week old, they will then be able to join in with the under 7s team.

We do not have any training facilities/groups for anyone under the age of 5.

What age do they play tag?

Tag is played in age groups under 8s and under 7s. Contact is introduced when your child starts playing for the under 9s.

What days do training and games happen?

School Year	Age Group	Training Day	Game Day
Reception/Year 1	Under 6s	Sunday AM	n/a
Year 2	Under 7s	Sunday AM	Sunday
Year 3	Under 8s	Sunday AM	Sunday
Year 4	Under 9s	Sunday AM	Sunday
Year 5	Under 10s	Sunday AM	Sunday
Year 6	Under 11s	Sunday AM	Sunday
Year 7	Under 12s	Sunday AM	Sunday
Year 8	Under 13s	Sunday AM & Wednesday PM	Sunday
Year 9	Under 14s	Sunday AM & Wednesday PM	Sunday
Year 10	Under 15s	Sunday AM & Wednesday PM	Sunday
Year 11	Under 16s	Sunday AM & Wednesday PM	Sunday
Age 17 & 18	Colts	Sunday PM & Wednesday PM	Sunday

Sunday AM training, 10am - 12pm

Sunday PM training, 1pm onwards

Wednesday PM training, 6.30pm - 8pm

Before attending any training session for the first time it may be worth checking in advance that training is taking place, it may be the team you are interested have a game or training may have been cancelled due to bad weather conditions. You can check for updates on our Facebook pages:

<https://www.facebook.com/groups/5406969300/>

<https://www.facebook.com/MNRFC/>

Alternatively Connie Fuller can be contacted via Facebook, email [.conniefuller8@aol.co.uk](mailto:conniefuller8@aol.co.uk) or phone 07843 593625.

What kit will they need?

We recommend for their first few training sessions to wear PE type kit, football/rugby boots are recommended as the ground can get slippery in the wet climates, once you know your child is happy and wants to continue training then we have an online shop on our website, we have certain items of kit available to purchase in the clubhouse, and we also carry out second hand kit sales throughout the season.

Norton down is very much open to the elements, please ensure your child is dressed appropriately and comes properly equipped with lots of fluid, lots of layers, a spare change of clothes if the conditions are very wet and when needed, sun cream.

What facilities does the club have?

Whilst training is being carried out the clubhouse will be open. Available to buy is a range of hot and cold drinks and hot food and cold snacks. The bar is open from 11.30am, and Sky Sports/BT Sports will be on for any big games that are being broadcast.

Does my child need to be registered to play rugby?

YES. No child will be allowed to train or play without the necessary paperwork being completed. Coaches receive a report detailing their age group and what registrations are in place. Your child will be refused to train or play if they are not registered.

Who can I contact to get my child registered?

You will need to speak to Connie Fuller, our Junior section membership and registration secretary, she will be able to provide you with a welcome pack and all the necessary forms for completing your child's registrations. If Connie is not available at the club, you can email her at conniefuller8@aol.co.uk and she can email you with the necessary information.

Do I need to stay with my child whilst they train?

We do ask that parents/guardians stay whilst training takes place. If you do plan on leaving your child, please make the necessary arrangements with another parent to be responsible for your child. The coaches will only take responsibility for your child during training sessions, once training has finished, your coach is not responsible for your child.



Contact Details



Website

<https://www.midsomernortonrfc.co.uk/>

Social Media

<https://www.facebook.com/MNRFC>

https://twitter.com/MN_RFC

https://www.flickr.com/photos/midsomer_norton_rfc/

Junior Section Club Officials Contact Details

President	Robbie Fuller 07545 664033 robbiefulleruk@yahoo.co.uk
Chairman	Jon Swift 0784 3436344 swiftjon@hotmail.com
Child Warfare Officer	Kath Adams 01761 414561 kathadams5@gmail.com
Minis Fixture Secretary	Nial Mullen 07818 680396 mulgren@googlemail.com
Junior Fixtures	Chris Rawlings 07775 524621 Mnrfc.juniorfixtures@gmail.com
Junior Membership	Connie Fuller 07843 593625 Conniefuller8@aol.co.uk
Coaches Co-Ordinator	Rob Kernutt 07843 514944 robkernutt@hotmail.com

Midsomer Norton RFC,
Norton Down Playing Fields, Silver Street, Midsomer Norton, BA3 2UE
www.midsomernortonrfc.co.uk
Registered under the Industrial and Provident Societies Act 1965
Registered No 29384 R VAT Reg. No 138 7292 43





Contact Details



Mini Section Coach Contact Details

Age Group	Name	Telephone Number	Email Address
Under 7s and 8s	Nial Mullen	07818 680396	mulgren@googlemail.com
Under 9s	Steve Griffiths	07866 285796	griff55@live.co.uk
	Mark Hird	07929 245548	Mark_hird@yahoo.co.uk
Under 10s	Darron Hebbard	07531 804820	darronhebbard@yahoo.co.uk
	Jon Swift	07843 436344	swiftyjon@hotmail.com
Under 11s	Ian Hancock	07791 252438	ian_j_hancock@yahoo.co.uk
Under 12s	George West	07711 131545	Westy2403@yahoo.co.uk

Junior Section Coach Contact Details

Age Group	Name	Phone Number	Email
Under 13s	Rob Kernutt	07843 514944	Robkernutt@hotmail.com
Under 14s	Julian Crouch	07966 211928	Julian.crouch10@gmail.com
Under 16s	Robbie Fuller	07545 664033	Robbiefulleruk@yahoo.co.uk
	Ian Hansen	07944 790288	ihansen@hotmail.com
Under 18s	Chris Rawlins	07775 524621	mnrfc.juniorfixtures@gmail.com
	Chris Day	07886 796729	Dayo5@hotmail.co.uk
	Dave Williams	07779 727558	deadlydavedd@gmail.com
	Andrew Best	07455 023317	



Games and Training



- ✓ Training sessions are held every Sunday morning from 10am to 12pm training starts at 10am prompt. We do encourage parents to stay and support their child until the end of the session.
- ✓ During training and games the clubhouse will be open where you are able to purchase cold and hot drinks, snacks and hot food. On Sunday mornings the clubhouse is open from 9:30am. The bar is open from 12pm.
- ✓ Games will be scheduled for Sunday mornings. You will be notified by your coach or team admin.
- ✓ If your child is playing in the under 9s upwards a scrum hat is recommended for training and games.
- ✓ Gum shields are mandatory if your child is playing in the age group under 9s upwards. A gum shield is recommended if your child is playing or training in the under 7s and 8s.
- ✓ Please ensure your child brings plenty of fluids with them during training sessions and matches.
- ✓ In bad weather conditions, a pitch inspection will be carried out. If the pitch is deemed unsafe, the training session or match will be called off. You will be notified by your coach or team manager as soon as possible. You can also check for updates on our social media pages and website.
- ✓ Due to extreme weather conditions, if the pitch is deemed as unsafe for the near future an alternative training ground will be organised – your coach or team manager will notify you of this as soon as possible.
- ✓ Football boots must be removed before entering the club, all boots must be removed outside the club. If your child is seen wearing boots, they will be asked to remove them outside immediately.
- ✓ After training or a game, all muddy clothing must be removed. Any visible signs of mud must be removed.
- ✓ Hands must be washed before food is consumed.
- ✓ We advise that a change of clothes is brought with your child, so they are able to change if they get cold, wet and/or muddy during a game or training.
- ✓ When a game is played, each child is entitled to a free 'players food', this will be available in the clubhouse after the game. If your child is a vegetarian, please let the catering staff now and an alternative substitute will be sourced.
- ✓ All coaches are DBS checked
- ✓ Each age group has a qualified first aider linked to their team



General Information



- > All members of the junior section committee associated with the junior section including coaches, first aiders, chairman's, secretaries and coordinators are all volunteers and give up a lot of their spare time, we ask that this is respected.
- > **NO SMOKING** - On Sunday's and Wednesday evenings the club is strictly a no smoking area. This includes on the pitches and outside of the club house. If you wish to smoke you must do so outside the entrance of the entrance gates, this also includes vaping.
- > **NO DOGS ALLOWED** - The playing pitches at **Midsomer Norton RFC** and surrounding grassy areas are played on by a large number of children and adults each week. Rugby is a sport where players are often in contact with ground and mud, we cannot accept any risk of infection from dog faeces, even the small amount left by those responsible owners who clean up after their dogs. As such, all dogs are banned except, Guide Dogs, from the Norton Down playing fields and clubhouse. **Midsomer Norton RFC** is close to many countryside walks. If you are visiting the club with a dog, we suggest you exercise your dog elsewhere before the game, and let it rest in the car during the game, providing adequate ventilation and water. This policy will be rigorously enforced.
- > **Club Shop** – you are able to purchase Official Midsomer Norton RFC training and supporters kit. Please visit <http://www.midsomernortonrfc.co.uk/club-shop-raging-bull> for further information.
- > **Club hire** – if you would like to enquire about booking the club for an event please email events@midsomernortonrfc.co.uk with a subject of 'Bookings'. The clubhouse can comfortably accommodate 100 people seated and has disabled facilities. The grounds may be available for outdoor functions or marquees depending on the time of year.
- > The club is always looking for more helpers, coaches, volunteers.....if you have some spare time Sunday mornings and would like to help please speak to one of our many friendly coaches or volunteers if you would like to get involved with club.
- > New players are always welcome, we allow a 2 week grace period where they can trial training and see how they get, if after that time they would like to continue attending training and start to play, they will be required to register officially.
- > **EVENTS @ MNRFC** throughout the season there are multiple events that take place, these include fund raising activities for our touring age group (under 15s), monthly parent meetings, Christmas parties, end of season parties, and AGM's plus many more. Please keep an eye on your age groups' Facebook page, WhatsApp group, webpage and our junior section Facebook page for up to date activities.



Kit Bag Recommendations



The list below will give you a general overview of the recommendations for kit that your child should bring with them for training and matches.

Please note this is just a recommendation.

Items for during training and games:

- > Water bottle – plenty of fluids
- > Scrum hat – under 9's upwards
- > Gum shield
- > Rugby socks
- > Rugby/football boots
- > Thermal Base layers – including leggings and top base layers (long sleeved)
- > Grip gloves
- > Training top
- > Hoody (if it gets cold)
- > Waterproof training jacket
- > Rugby shorts
- > Match shirts – these will be provided on match days by your coach
- > Coat/Jacket, ideally waterproof

After training and games:

A complete change of clothes is recommended for after training and games especially if the weather is very wet the ground will be very muddy and your child will get very wet and cold.

No mud is to be brought into the clubhouse.

Hands and faces must be clean of mud before food is consumed.

A change of footwear is highly recommended as boots are not allowed inside the club and must be removed outside.

The coaches do not carry any spare kit items with them so are unable to provide anything if your child does not turn up with the minimum requirements. We do have certain items of kit available to purchase from the clubhouse during Sunday mornings. This includes grip gloves, gum shields, socks and shorts, along with various other items.



The fee for junior section season 2019/2020 is **£60**.

This is a family fee. If you have siblings playing in other age groups then they will also be covered by this fee.

If you have a parent/guardian paying the senior membership fee, this means your child/children's membership is also covered.

It is very important that your child is registered as soon as possible.

What does the member fee include?

- Club loyalty card, each family will be issued with one loyalty card, this will entitle the family to discounted alcoholic beverages from the bar at MNRFC.
- Access to the club's fully qualified physiotherapist (Tuesday evenings 7pm – 8pm)
- Fully maintained and marked up pitches for games and training all year round, pitch poles, flags, post protectors, and spectator barriers.
- Changing rooms for player's, referee and coaches with shower rooms available.
- Cleaning and security
- Building and heating equipment maintained throughout the year.
- Social facilities and events for players, spectators and match officials.
- Large TV's/screens with Sky TV and BT sport
- Free Wi-Fi
- Function room available for hire, this is free of charge to paid members, but you may be subject to a cleaning fee
- Qualified coaches
- Continuous training throughout the year for the coaches
- DBS checks of coaches and any volunteer that is linked to the Junior Section committee
- First aid training.

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Membership



- Qualified first aid trained volunteers - one per age group
- Fully equipped first aid kits.
- Onsite defibrillator
- Child protection awareness
- Safeguard officers - fully trained and continually trained throughout the year
- Annual fixtures arranged and available on the website (please note these are subject to change)
- Kit provided including balls, tackle shields, tackle bags, cones, bibs, match shirts and scrum machine
- After match player food
- Registration of players to the RFU, including recording players details and medical conditions.
- Setting standards
- Managing finance
- Overseeing trips and tours
- Managing DBS checks and child welfare issues
- Annual presentation
- Social events throughout the year
- Fund raising
- Fully maintained and informative website
- RFU insurances
- Ample parking for events

It is very important that the fee above is paid on registration of your child. This covers insurances and ensures we can register your child's details (including important medical conditions) with the RFU, without this fee your child is not allowed to play for MNRFC.

If your child's team has the opportunity of playing in a cup competition during the season 2019/2020, if their membership fee has not been paid by Sunday 13th October 2019 they will not be permitted to play in a cup match/competition game at any point during this coming season.

Registering/Renewing Membership Online

We are offering an online registration option, this will allow you to log into the RFU's registration system – GMS and review your child's registration details. If they are already registered, you will have the opportunity to update their information where necessary. If they are a new player to the club you can create a whole new membership.

Membership can also be purchased online and paid by card online, alternatively you can set up a payment plan to pay the fee over the course of the season.

When paying for your membership online you are agreeing to the terms and conditions that are detailed in our Spectators Policy and Players Policy, a copy of these policies are found within this pack.

Paper Based Registration

If you choose to complete the forms, please hand the completed forms and the £60 membership fee to Connie Fuller. All forms needed are within this pack. Forms to be completed are:

- New player registration form (only to be completed if new membership or updating any details on your current membership)
- Membership and Photo Form
- Spectators Code of Conduct (to be signed)
- Players Code of Conduct (to be signed)

Payment can be made by:

- Cheque – made payable to Midsomer Norton Rugby Club
- Cash
- Debit card

If registering paper based, please ensure that the membership fee is paid at the same time as the completed forms are returned. Your child's registration will not be completed until the fee has been received.



Data Protection



Midsomer Norton Rugby Club are committed to protecting and respecting your privacy.

Throughout the registration process we will collect mandatory data that will allow us to complete the registration process for your child to our rugby club. This includes telephone number, address and email address.

From time to time club officials, for example, coaches or secretaries may need to use this information to contact you when necessary.

Information we collect will be stored on GMS - the RFU Game Management System.

All data collected by us in the paper form will be keyed into this system, you will always have access to this through our new online registration process.

Your personal details will be held securely.

We may from time to time contact you by text or email to advise of events the club are running.

When registering your child online, you are consenting for us to access this information when necessary, you are also agreeing to the terms detailed in the Players Code of Conduct and Spectators Code of Conduct.

When the forms and membership fee are returned you are consenting us to use this information to input into GMS, and the terms in the Spectators and Players Code of Conduct Form. Once this data has been keyed into GMS, the data forms will be returned to you.

If at any point you have any concerns on how Midsomer Norton Rugby Club handle your data please contact Connie Fuller, Membership Secretary.



SOCIAL MEDIA POLICY & PROCEDURE



Social Media Policy & Procedure

Midsomer Norton RFC realises that social media has become increasingly popular in recent years, and that it can be hugely beneficial in disseminating information about the Rugby Club and/or specific age-groups. It can take many different forms, including internet forums, internet blogs, social blogs, podcasts, pictures and video. There are a wide range of platforms that the term 'social media' relates to. However, Midsomer Norton RFC recognises that the most popular channels currently used are – Twitter, Facebook, Snapchat & Instagram.

We allow coaches/team managers to set up Facebook pages for their age-groups, as long as they only approve membership of people who are known to the group. The Club's Safeguarding Officer and at least one other member of the General Committee will be on each age-groups 'page'. Midsomer Norton RFC supports the age recommendations of all major social networking sites (e.g. Facebook recommends that members should be at least 13 years of age).

Midsomer Norton RFC recognises that we live in a society that promotes free speech and freedom of expression, but we would caution that anything that you write has the potential to enter the public domain. Consequently, we would request that all social media commentary relating to Midsomer Norton RFC is of a positive nature - please think carefully before making comments that may lead to unintended consequences. Members must understand that they are responsible for their actions when using social media to communicate with or about other club members.

We require you to refrain from any negative comments about players, parents, coaches, managers, referees, clubs, etc. And we ask that you avoid gossip, slanderous comments, disruptive comments, threatening comments, and anything that could be construed as abusive, harassing, obscene, libelous, or an invasion of another's privacy (this includes text, audio, photographs and video). Whilst the club realises that a certain amount of 'banter' may take place on some forums, we would request that any language used is moderated, please remember that these forums can be viewed by a range of age groups from both genders.

Players and parents need to be aware that the Club reserves the right to take appropriate action against them if they are involved in incidents of an inappropriate nature that are considered to bring the Club's name into disrepute e.g. cyber bullying or the use of images or other material that hurt other club members.

Any reported incidents will be investigated as thoroughly as possible, and will be judged on a case by case basis.

Midsomer Norton RFC requires you to use social media outlets positively, be responsible, share your achievements, celebrate success, be gracious in defeat, be honest, and enjoy communicating and interacting.

We expect all young people and adults to be responsible users of social media and to recognise the importance of staying safe while using the Internet and other forms of communication for educational, personal and recreational use.

**TEAMWORK
RESPECT
ENJOYMENT
DISCIPLINE
SPORTSMANSHIP**





SOCIAL MEDIA POLICY & PROCEDURE



Midsomer Norton RFC also use the guidance that the RFU have produced (see below)

This policy was adopted by the General Committee on 3rd July 2017

Signed

Club Chairman

RFU Guidance

Social media for clubs

Social networking, such as Twitter, Facebook, internet blogs and other online sites, offers tremendous opportunities for rugby to communicate and engage with a growing audience as well as its existing members, supporters and players.

The RFU is keen to promote the safe and responsible use of social networking technology but also to make its members aware of the potential risks and to share best practice.

Participants should be aware that comments which bring the game into disrepute, or are threatening, abusive, indecent or insulting, may lead to disciplinary action.

Comments that include a reference to a person's ethnic origin, colour, race, nationality, faith, gender, sexual orientation or disability may attract a high disciplinary sanction.

Comments can also attract civil and criminal action. Nearly 5,000 offences involving Facebook and Twitter were reported to police in 2012 and 653 people charged.

General guidance

- These are public forums, so treat them as such
- Individuals and organisations are strictly responsible for any posting on his/their account/s
- Re-posting or re-tweeting inappropriate content represents an endorsement of that content and can be actionable
- Do not use abusive, derogatory, vulgar or sexual language
- Do not criticise or imply bias in match officials
- At all times, exercise discretion and respect for clubs, players, fans and the game's partners
- Deleting or apologising publicly for an improper posting does not prevent disciplinary action being taken
- Consider "protecting" Tweets and changing security/visibility of Facebook accounts

**TEAMWORK
RESPECT
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SPORTSMANSHIP**





SOCIAL MEDIA POLICY & PROCEDURE



Clubs and Constituent Bodies

Clubs and Constituent Bodies (CBs) should be aware that they can be vicariously liable for material published by employees in the course of their employment, for example on an official website, Facebook site or Twitter feed, or published by employees outside work via a work email address or a work Twitter handle.

Clubs can also be liable for third party comments and postings made in their website forums or on their Facebook pages.

We recommend that clubs and CBs:

- Clearly identify who is responsible for posting and maintaining social networking and internet sites
- Set standards for content generated in line with the RFU's Core Values and the guidelines above
- Establish protocols for monitoring output, moderating content in online forums and removing offensive postings
- Hold members to account for any breaches

Safeguarding

The RFU's Safeguarding Policy, (<http://www.englandrugby.com/governance/safeguarding/>), advises against coaches having direct personal communication with children unless in exceptional circumstances and coaches and club officials should not communicate with children through social networking sites such as Facebook and Twitter, nor should they be "friends" with children or comment on their status.

The RFU works closely with the NSPCC's Child Protection in Sport Unit, which provides comprehensive guidance and resources relating to this issue at, <https://thecpsu.org.uk/>

Players and officials

Individuals need to understand that they are personally responsible and liable for their comments and postings. At all times, you should exercise discretion and be respectful of other players, teams, officials, organisations and brands. What you regard as "banter" could be regarded as embarrassing or hurtful by a wider audience and bring the game into disrepute.

In short, follow the general guidelines above and:

- Don't comment if you have any concerns about the consequences
- Don't link to unsuitable content
- Don't get into disputes with audience
- Don't share or elicit personal detail

But

- Do show your personality and be approachable
- Do share your achievements
- Do let people know what it is like to be a player/official
- Do post regular comments to grow and engage with an audience

**TEAMWORK
RESPECT
ENJOYMENT
DISCIPLINE
SPORTSMANSHIP**





200 Club



✓ Our 200 club is a monthly draw where 3 numbers are chosen at random.

✓ The first prize is £200, the second prize is £50 and the 3rd prize is £25.

✓ A number must be picked between 1 and 200, you can see Connie Fuller for an updated list of available numbers.

✓ The cost to enter the monthly draw is £5, and this must be set up by direct debit.

✓ You will then be automatically entered in to the draw.

✓ Results of the monthly draw can be found on the website at
<http://www.midsomernortonrfc.co.uk/200-club>

✓ If you like to enter into this draw and be within a chance of winning one of those fab 3 prizes, please let Connie Fuller know and a list of available numbers will be sent and the relevant standing order form that needs completing.

Contact details for Connie Fuller, conniefuller8@aol.co.uk, please subject it 200 club. Alternatively, ring or text me on 07843 593625.

Online Membership Guide

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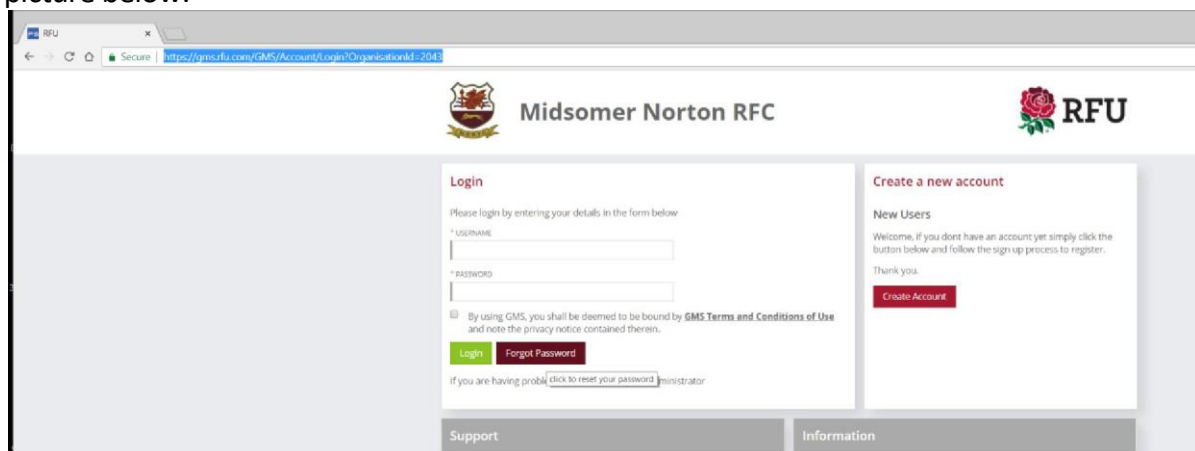
1 – Logging on to the Game Management System (GMS)

Login or get a Password reminder

Each existing member of the club has a user account in GMS. Your unique username will be found at the bottom of the email this attachment came in. Don't worry, once you login, you can change this, see Appendix A for details on how to do this.

To update registration details and pay for your membership, go to

<https://gms.rfu.com/GMS/Account/Login?OrganisationId=2043> this should look like the picture below:



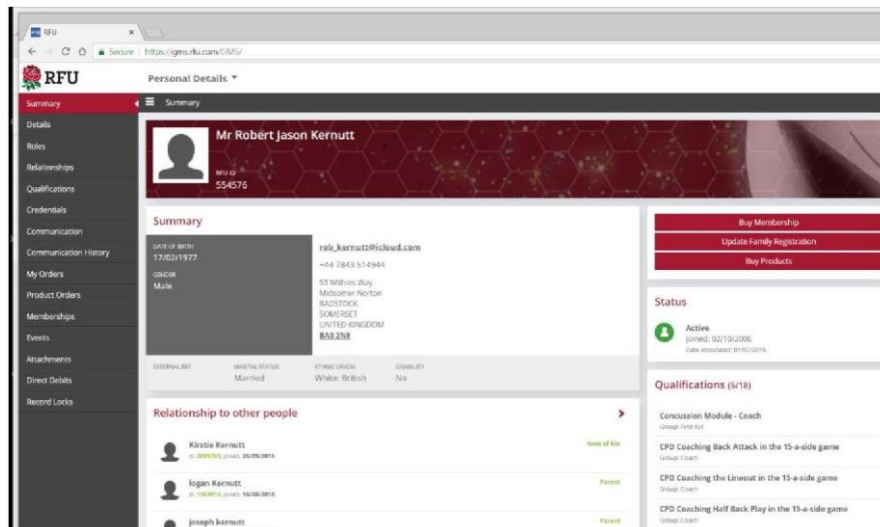
The screenshot shows a web browser window with the URL <https://gms.rfu.com/GMS/Account/Login?OrganisationId=2043>. The page features the Midsomer Norton RFC logo on the left and the RFU logo on the right. The main content area is divided into two sections: 'Login' and 'Create a new account'. The 'Login' section includes a form with 'Username' and 'Password' fields, a 'Login' button, and a 'Forgot Password' link. Below the form, there is a checkbox for 'By using GMS, you shall be deemed to be bound by GMS Terms and Conditions of Use and note the privacy notice contained therein.' and a link to 'reset your password' if there are problems. The 'Create a new account' section includes a 'New Users' heading, a welcome message, and a 'Create Account' button. The footer contains links for 'Support' and 'Information'.

Existing members - Once the correct screen is displayed, enter your username and password, if you cannot remember or do not know your password, use the **Forgot Password** button to get a new password

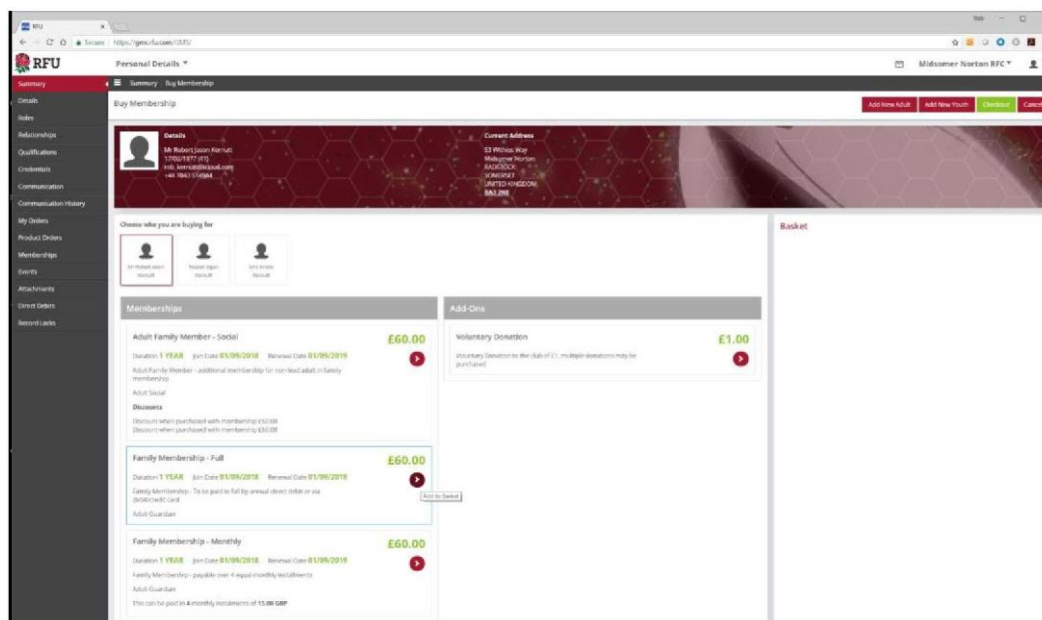
New members - Create a new Account using the **Create Account** button.

[Now you are logged in, let's buy our membership](#)

Once logged in, the screen will look similar to this:



You can select to update the registration details for you and other family members or buy membership. Once you select to **Buy Membership**, you be presented with a screen similar to the screenshot below:



The lead Adult should now choose either **Family Membership - Full** (single credit/debit card or annual direct debit) or the **Family Membership - Monthly** (direct debit in 6 monthly instalments). This will then appear in your basket to the right of the screen:

The screenshot shows the RFU Personal Details page. The sidebar on the left contains links: Summary, Details, Rules, Relationships, Qualifications, Credentials, Communication, Communication History, My Orders, Product Orders, Memberships, Events, Attachments, Direct Details, and Record Locks. The main content area is titled 'Buy Membership' and includes a 'Details' section with user information (Mr Robert Jason Kerratt, 176527877 (M), rjb.kerratt@nrfc.com, +44 7860 153966) and current address (53 Wilton Way, Midsomer Norton, RADSTOCK, SOMSET, UNITED KINGDOM, BA3 2NE). Below this is a 'Choose who you are buying for' section with three options: Mr Robert Jason Kerratt (selected), Member (Sign in), and No Member (Renewal). The 'Memberships' section shows a table with one row: 'Family Membership' with a price of £50.00. The 'Add-Ons' section shows a 'Voluntary Donation' of £1.00. The 'Basket' section shows the total of £50.00 and a 'Check out' button.

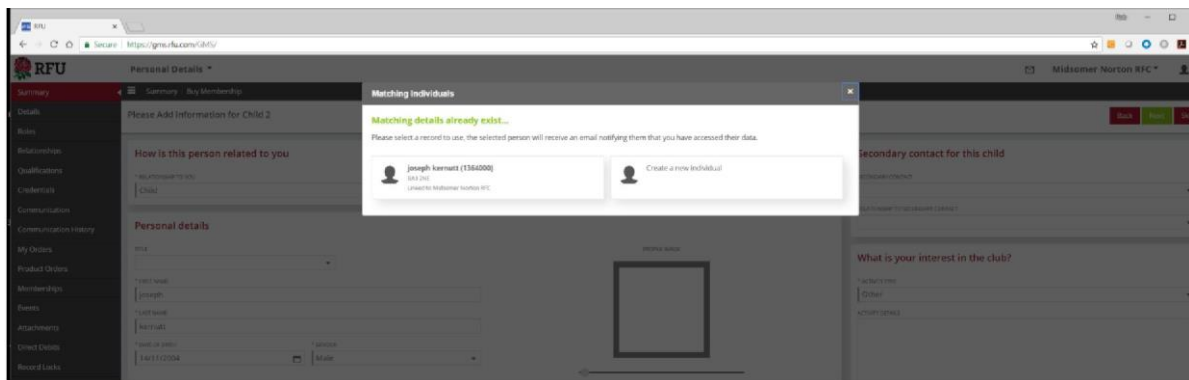
Note that you can only hold one type of membership. Should you wish to, you can also choose to make multiple **Voluntary Donations** to the club by adding as many as you want to your basket.

[Adding extra family members](#)

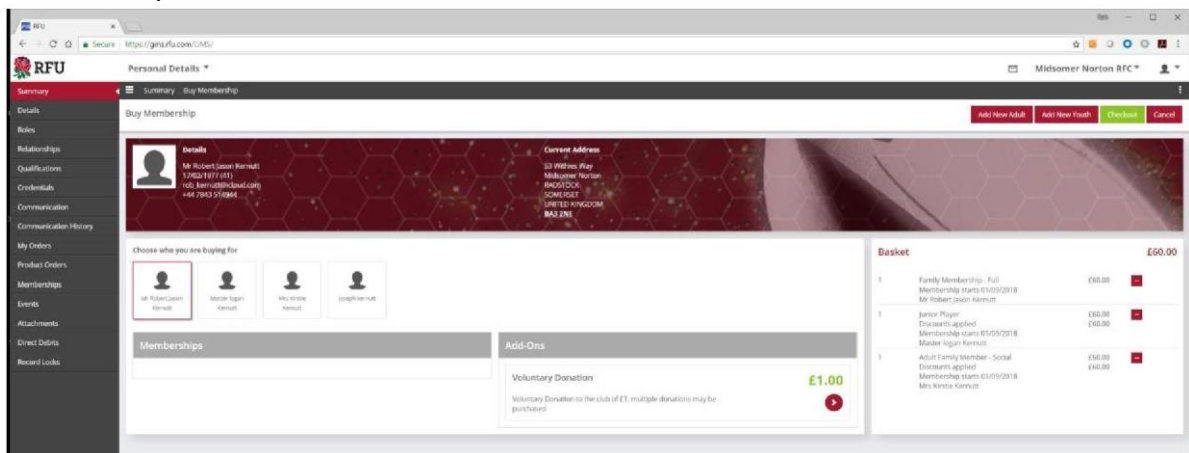
Now you've selected the Family Membership, you can add your Junior Players. If they aren't already listed, you can add existing members to your family or register new ones. To add an existing player, select **Add New Youth** or **Add New Adult** in the top right-hand corner of the screen. Now you will be prompted for some details. Enter the relationship, name, date of birth and gender, then select **Next** in the top right-hand corner, now the system will search to see if that person has an existing RFU ID:

The screenshot shows the RFU Personal Details page with the 'Add Information for Child 2' form. The form includes a 'How is this person related to you' dropdown menu (set to 'Child'), a 'Personal details' section with fields for first name, last name, date of birth, and gender, and a 'Secondary contact for this child' section with fields for secondary contact name and relationship. There is also a 'What is your interest in the club?' section with a dropdown menu for activity type and a text area for activity details. The form is titled 'Please Add Information for Child 2' and has 'Back', 'Next', and 'Skip' buttons in the top right corner.

If the user exists, you will be given the option to select them, or create a new one. Click on the user to add them to your family. Alternatively you can create the new family member using the details you added in the previous screen:



Once added, they will now be part of your family and you can select them and choose their membership:



[Now purchase memberships for additional family members](#)

You previously added your Family Membership to the basket, now to add other people's memberships, click on the family member:

RFU Personal Details Summary Buy Membership

Master Logan Kennutt
94062007 (11)
roby.kennutt@gmail.com
+44 1761 452798

Current Address
33 Wilms Way
Midsomer Norton
RADSTOCK
SOMERSET
UNITED KINGDOM
BA3 2NE

Choose who you are buying for

Mr Robert Logan Kennutt
Master Logan Kennutt
Mrs Kirsty Kennutt

Memberships

Junior Family Member - Social £60.00
Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
Junior Family Member - Social
Junior Social
Discounts
Discount when purchased with membership: £50.00
Discount when purchased with membership: £50.00

Junior Player £60.00
Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
Junior Player membership full discount applied when purchased with Family Membership
Junior Playing
Discounts
Discount when purchased with membership: £50.00
Discount when purchased with membership: £50.00
Prerequisites
Requires a related guardian or parent with a membership

Add-Ons

Voluntary Donation £1.00
Voluntary Donation to the club of £1, multiple donations may be purchased

Basket £90.00

1 Family Membership - Full Membership starts 01/09/2018 Mr Robert Logan Kennutt £60.00

Notice that Juniors (u18) cannot hold a family membership, they can only choose a **Junior Player** or **Junior Family Member - Social**. Colts should still select **Junior Player** even if they wish to play Senior rugby as well as Colts.

You will notice that any memberships purchased with a Family Membership will be discounted to 0 as they are included with the Family Membership:

RFU Personal Details Summary Buy Membership

Master Logan Kennutt
94062007 (11)
roby.kennutt@gmail.com
+44 1761 452798

Current Address
33 Wilms Way
Midsomer Norton
RADSTOCK
SOMERSET
UNITED KINGDOM
BA3 2NE

Choose who you are buying for

Mr Robert Logan Kennutt
Master Logan Kennutt
Mrs Kirsty Kennutt

Memberships

Junior Family Member - Social £60.00
Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
Junior Family Member - Social
Junior Social
Discounts
Discount when purchased with membership: £50.00
Discount when purchased with membership: £50.00

Junior Player £60.00
Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
Junior Player membership full discount applied when purchased with Family Membership
Junior Playing
Discounts
Discount when purchased with membership: £50.00
Discount when purchased with membership: £50.00
Prerequisites
Requires a related guardian or parent with a membership

Add-Ons

Voluntary Donation £1.00
Voluntary Donation to the club of £1, multiple donations may be purchased

Basket £90.00

1 Family Membership - Full Membership starts 01/09/2018 Mr Robert Logan Kennutt £60.00

1 Junior Player - Discounts applied Membership starts 01/09/2018 Master Logan Kennutt £60.00

Go through and add the extra memberships:

RFU Personal Details Summary Buy Membership

Details: Mrs Kevin Karmutt 2206111962 (M) karmutt@midsoner RFC.co.uk +44 7947 750408 Current Address: 53, within way midsoner RFC (W2 4HD) HA3 2JH

Choose who you are buying for: Mr Robert Jason Karmutt, Miss Helen Karmutt, Mrs Nicole Karmutt

Memberships: Adult Family Member - Social £60.00 (Duration: 1 YEAR, join Date: 01/09/2018, Renewal Date: 01/09/2019), Family Membership - Full £60.00 (Duration: 1 YEAR, join Date: 01/09/2018, Renewal Date: 01/09/2019), Family Membership - Monthly £60.00 (Duration: 1 YEAR, join Date: 01/09/2018, Renewal Date: 01/09/2019)

Add-Ons: Voluntary Donation £1.00

Basket: £60.00

Item	Price	Quantity
Family Membership - Full	£60.00	1
Junior Player	£10.00	1
Voluntary Donation	£1.00	1

RFU Personal Details Summary Buy Membership

Details: Mrs Kevin Karmutt 2206111962 (M) karmutt@midsoner RFC.co.uk +44 7947 750408 Current Address: 53, within way midsoner RFC (W2 4HD) HA3 2JH

Choose who you are buying for: Mr Robert Jason Karmutt, Miss Helen Karmutt, Mrs Nicole Karmutt

Memberships: (Empty)

Add-Ons: Voluntary Donation £1.00

Basket: £60.00

Item	Price	Quantity
Family Membership - Full	£60.00	1
Junior Player	£10.00	1
Adult Family Member - Social	£60.00	1

Again, you will see additional memberships discounted to 0.

RFU Personal Details Summary Buy Membership

Details
 Joseph Kerrutt
 14/11/2004 (13)

Current Address
 52 Wilkes Way
 Midsomer Norton
 RADSTOCK
 SOMERSET
 UNITED KINGDOM
 BA1 2NE

Choose who you are buying for

Memberships

- Junior Family Member - Social** £60.00
 Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
 Junior Family Member - Social
 Junior Social
 Discounts
 Discount when purchased with membership £60.00
 Discount when purchased with membership £60.00
- Junior Player** £60.00
 Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
 Junior Player membership full discounts applied when purchased with Family Membership
 Junior Playing
 Discounts
 Discount when purchased with membership £60.00
 Discount when purchased with membership £60.00
 Prerequisites
 Requires a named guardian or parent with a membership

Add-Ons

- Voluntary Donation** £1.00
 Voluntary Donation to the club of £1, multiple donations may be purchased

Basket £60.00

1	Family Membership - Full Membership starts 01/09/2018 Mr Robert Jason Kerrutt	£60.00	+
1	Junior Player Discounts applied Membership starts 01/09/2018 Master Iqbal Kerrutt	£60.00	+
1	Adult Family Member - Social Discounts applied Membership starts 01/09/2018 Mrs Sandra Kerrutt	£60.00	+

RFU Personal Details Summary Buy Membership

Details
 Joseph Kerrutt
 14/11/2004 (13)

Current Address
 52 Wilkes Way
 Midsomer Norton
 RADSTOCK
 SOMERSET
 UNITED KINGDOM
 BA1 2NE

Choose who you are buying for

Memberships

- Junior Family Member - Social** £60.00
 Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
 Junior Family Member - Social
 Junior Social
 Discounts
 Discount when purchased with membership £60.00
 Discount when purchased with membership £60.00
- Junior Player** £60.00
 Duration: 1 YEAR Join Date: 01/09/2018 Renewal Date: 01/09/2019
 Junior Player membership full discounts applied when purchased with Family Membership
 Junior Playing
 Discounts
 Discount when purchased with membership £60.00
 Discount when purchased with membership £60.00
 Prerequisites
 Requires a named guardian or parent with a membership

Add-Ons

- Voluntary Donation** £1.00
 Voluntary Donation to the club of £1, multiple donations may be purchased

Basket £60.00

1	Family Membership - Full Membership starts 01/09/2018 Mr Robert Jason Kerrutt	£60.00	+
1	Junior Player Discounts applied Membership starts 01/09/2018 Master Iqbal Kerrutt	£60.00	+
1	Adult Family Member - Social Discounts applied Membership starts 01/09/2018 Mrs Sandra Kerrutt	£60.00	+

Time to Checkout

Once your Basket is complete, select **Checkout** in the top right-hand corner to pay or setup your direct debit.

Depending on the Family Membership you chose, you will be presented with different checkout options.

Full Payment

On the Checkout screen, you have a number of options, please only choose **Direct Debit** or **Online Card**. If you wish to pay by Cash or Cheque, please see the Junior Registration Secretary. Enter your details a select **Pay Now**:

The screenshot shows the RFU Personal Details page. The left sidebar contains navigation links: Summary, Details, Roles, Relationships, Qualifications, Credentials, Communication, Communication History, My Orders, Product Orders, Memberships, Events, Attachments, Direct Debits, and Record Locks. The main content area is titled 'Order Summary' and displays a list of orders for Robert Kerrutt (544576). The orders include Family Membership - Full, Junior Player, Adult Family Member - Social, and Junior Family Member - Social. Each order shows a quantity of 1 and a price of 60.00. The total order value is £60.00. On the right, the 'Payment Method' section allows users to select a payment method (Direct Debit, Online Card, Cash, Cheque, Other) and enter their details, including name, email, address, and card information.

On the next screen you can enter your credit/debit card details or bank details and confirm the payment using the **Make Payment** or **Continue** buttons:

The first screenshot shows the 'Payment details' page. It includes a 'Payment Reference: MNRFC-C-081516' and an 'Amount: 60.00 GBP'. Users can enter their 'Card Number', 'Expiry Date', and 'CVV / CVC Number'. A 'Make Payment' button is prominently displayed. The second screenshot shows the 'Order Payment' page. It displays the 'Details' section with the account name 'Robert Kerrutt' and the address '53 Withies Way, Midsomer Norton, RADSTOCK, GB, BA3 2NE'. Users can enter their 'ACCOUNT NUMBER' and 'SORT CODE'. A 'Continue' button is visible. Both pages include a footer with contact information for First Sports International Ltd (FSI) and a logo for Direct Debit.

6 Monthly Payments

On the Checkout screen, you only have the option to Direct Debit, this will be in 6 instalments. Enter your details, select to **Pay in instalments** and **Direct Debit** as the Payment Method and select **Pay Now**:

The screenshot shows the RFU checkout interface. On the left is a navigation menu with 'Memberships' highlighted. The main area is titled 'Order Summary' and lists four items:

- Family Membership - Monthly**: payable over 4 equal monthly instalments. Price: 60.00.
- Junior Player**: Junior Player membership full discount applied when purchased with Family Membership. Price: 60.00.
- Junior Family Member - Social**: Junior Family Member - Social. Price: 60.00.
- Adult Family Member - Social**: Adult Family Member - additional membership for non-lead adult in family membership. Price: 60.00.

Each item has a 'Quantity' of 1 and a 'Price' of 60.00. A 'Payment Plan' section shows 'Pay in instalments' as the selected option, with a total of 60.00. On the right, the 'Payment Method' section shows 'Direct Debit' as the selected method. Below this, there are fields for personal details (Name, Email, Address, Postcode, Country) and a 'Pay Now' button.

You will then go through to the next screen to enter your bank details and select **Continue**:

The screenshot shows the 'Order Payment' screen. The left navigation menu has 'Orders' highlighted. The main area is titled 'Order Payment' and contains a 'Details' section with the following information:

- ACCOUNT NAME**: Robert Kerrutt
- ADDRESS**: 53 Wilkes Way, Midsummer Norton, RADSTOCK, GB, BA3 2NE
- * ACCOUNT NUMBER**: [Input field]
- * SORT CODE**: [Input field]

Below the input fields, there is a checkbox labeled 'I am the account holder and the only person required to authorise debits on this account.' and a 'Continue' button. At the bottom, there is a 'DIRECT DEBIT' logo and a note: 'Your payments are protected by the Direct Debit Guarantee.' The footer includes the RFU logo and the website 'info@first-sports.com'.

Appendix A

Changing Username

Once logged in, select the **Credentials** section on the left-hand side of the page:

The screenshot shows the RFU Personal Details page with the 'Credentials' section selected in the left-hand navigation menu. The page displays the user's name, Mr Robert Jason Kernutt, and three sections for updating credentials: Password, PIN, and Account. Each section has a pencil icon in the top-right corner for editing. The Password section includes a 'PASSWORD' field with masked characters and 'Password Rules' on the right. The PIN section includes a 'PIN' field with masked characters and 'Pin Rules' on the right. The Account section includes a 'LAST LOGIN' timestamp and a table of existing usernames.

USERNAME	LAST LOGIN
rkernutt	13/08/2018 23:10
rkernutt5915	
Kernutt1363912	
rob_kernutt@hotmail.com	
rob_kernutt	

Once you are in the correct section, you will see your current username listed under **Account**. In this section, choose the pencil icon in the top-right corner of the section:

This screenshot is identical to the previous one, but the 'Account' section is highlighted with a blue border, and the pencil icon in its top-right corner is selected. The 'Account' section displays the 'LAST LOGIN' timestamp and a table of existing usernames.

USERNAME	LAST LOGIN
rkernutt	13/08/2018 23:10
rkernutt5915	
Kernutt1363912	
rob_kernutt@hotmail.com	
rob_kernutt	

Then when prompted enter the username you would like:

RFU Personal Details

Mr Robert Jason Kernutt

Password

PASSWORD

PIN

PIN

User

USERNAME

rkernutt

Password Rules

- Passwords must be at least 8 characters long.
- Passwords must contain an upper case character.
- Passwords must contain a number.

Pin Rules

- Pin must be at least 4 characters long.

You can then save this using the floppy disk icon in the top right-hand corner of this section:

RFU Personal Details

Mr Robert Jason Kernutt

Password

PASSWORD

PIN

PIN

User

USERNAME

rkernutt

Password Rules

- Passwords must be at least 8 characters long.
- Passwords must contain an upper case character.
- Passwords must contain a number.

Pin Rules

- Pin must be at least 4 characters long.

Save changes

You will now be able to login using your new password instead.

Should you need to, other details can be changed using the pencil icons of sections from the **Summary** section, e.g. date of birth, address, telephone number, email address, etc.



Midsomer Norton RFC

Norton Rugby Football Club Limited RUGBY FOOTBALL UNION YOUNG PLAYER REGISTRATION FORM

RFU Registration Number (if known):

This form should be completed for all players within the club who have **NOT** previously registered with the RFU, are re-registering or have data amendments. Please complete each section in **BLOCK CAPITALS** and return to your Club Registration Officer along with **TWO** passport size photographs. Please tick where appropriate ☐ New Registration ☐ Re-registration ☐ Data Amendment ☐ Club Transfer

First Names:		Surname:		D.O.B.:	
Home Address:				Postcode:	
Male/Female		Home Tel:		Mobile Tel:	
Email address:					
Ethnic Origin (Please tick (✓) where appropriate):- ☐ White: British ☐ Mixed: White & Black Caribbean ☐ Asian and Asian British: Indian ☐ Black or Black British: Caribbean ☐ White: Irish ☐ Mixed: White & Black African ☐ Asian and Asian British: Pakistan ☐ Black or Black British: Africa ☐ White: Other ☐ Mixed: White & Asian ☐ Asian and Asian British: Bangladesh ☐ Black or Black British: Other ☐ Chinese ☐ Mixed: Other ☐ Asian and Asian British: Other ☐ Other Ethnic Group					
Previous Rugby Club (if any)		Representative Playing History (please give dates etc., using a separate sheet if necessary)			
Playing Position: ☐ Unspecified ☐ Front Row ☐ Forward ☐ Back Plays at school: ☐ Yes ☐ No					
Medical Conditions/allergies (Asthma, Epilepsy, Allergic to penicillin) Please give full details using separate sheet if necessary: (Completing this section is not obligatory but the RFU in the interests of child safety strongly recommend that you do so).					
Name of Parent/Guardian:-					
Address of Parent/Guardian (if different from above):					
Postcode:					
Contact Telephone Number:			Email address:		
School/Education Establishment Name and Address:					
Contact Number:			Postcode:		
DATA PROTECTION					
The RFU will not pass your personal data to any third parties without your consent. The RFU will use the data you have provided for regulatory reasons [and for the purposes of your participation in rugby [and giving you relevant information by post about rugby (including information about community rugby initiatives, coaching courses.)]]. The RFU may also use your personal data for the following purposes: • to send you by electronic mail (including email, SMS or image messages etc) other information about tickets (including tickets for the 2015 Rugby World Cup), products, special offers, opportunities and other services provided by the RFU and its group which may be of interest to you. Tick here if you do not want to receive such information. ☐ • to send you by electronic mail (including email, SMS or image messages etc) information about our official sponsors, related organisations and any associated companies and other carefully selected organisations and their products and services which may be of interest to you. Tick here if you want to receive such information. ☐					
I declare that the above is correct. In signing this form I agree that the above named player can be bound by the laws and resolutions of the Rugby Football Union and its constituent body and the rules of:					
----- Rugby Football Club					
PLEASE STATE CURRENT CLUB					
The club may wish to take photos or videos of the team or players solely for promotion and celebration of club and RFU activities and training purposes. Please indicate if this is acceptable to you: ☐ YES ☐ NO. Please share any additional information with the club Safeguarding Officer.					
Signed (player):			Date:		
Signed (parent / guardian):			Date:		
Countersigned (Club Official):			Date:		



JUNIOR SECTION MEMBERSHIP FORM



Junior Section Membership Form 201...

Playing Members	Address	Emergency Contact No.	D.O.B	Age on 31/08/20...	Squad E.g. U7's	New Member?
						Yes/No
						Yes/No
						Yes/No

Midsomer Norton Rugby Football Club recognises the need to ensure the welfare and safety of all young people in rugby union. As part of our commitment to ensure the safety of young people we will not permit photographs, videos or other images of young people to be taken or used without parental consent.

I _____ (parent/guardian) do/do not consent to the photographing/videoing of the above playing members under the RFU's Child Protection and Best Practice guidelines and I am legally entitled to give this consent.

I can also confirm the above playing members are not under a court order.

Non Playing Associates (Family Members)	Address	Phone Number

I/We agree to abide by the rules and policies of the club, (a copy of which can be supplied), and enclose the fee of £..... ..per family.

Signed Date



PLAYERS CODE OF CONDUCT



Players' Code of Conduct

As players of Midsomer Norton Rugby Club we are expected to uphold the 5 Core Values of our sport
Teamwork • Respect • Enjoyment • Discipline • Sportsmanship

Teamwork

Teamwork is essential to our sport.

- We welcome all new team members and include all because working as a team enriches our lives.
- We play selflessly: working for the team, not for ourselves alone, both on and off the field.
- We take pride in our team, rely on one another and understand that each player has a part to play.
- We speak out if our team or sport is threatened by inappropriate words or actions.

Respect

Mutual respect forms the basis of our sport.

- We hold in high esteem our sport, its values and traditions and earn the respect of others by the way we behave.
- We respect our match officials and accept their decisions.
- We respect opposition players and supporters.
- We value our coaches and those who run our clubs and treat clubhouses with consideration

Enjoyment

Enjoyment is the reason we play and support rugby union.

- We encourage players to enjoy training and playing.
- We use our sport to adopt a healthy lifestyle and build life skills.
- We safeguard our young players and help them have fun.
- We enjoy being part of a team and part of the rugby family because it enhances confidence and self-esteem.

Discipline

Strong discipline underpins our sport.

- We ensure that our sport is one of controlled physical endeavour and that we are honest and fair.
- We obey the 'Laws of the Game' which ensure an inclusive and exciting global game.
- We support our disciplinary system, which protects our sport and upholds its values.
- We observe the sport's Laws and regulations and report serious breaches.

Sportsmanship is the foundation rugby union is built upon

- We uphold the rugby tradition of camaraderie with team mates and opposition.
- We observe fair play both on and off the pitch and are generous in victory and dignified in defeat.
- We play to win but not at all costs and recognise both endeavour and achievement.
- We ensure that the wellbeing and development of individual players is central to all rugby activity.

Remember you are representing yourself, your Club and Rugby, at all times.

**TEAMWORK
RESPECT
ENJOYMENT
DISCIPLINE
SPORTSMANSHIP**



Parents, Guardians and Spectators Policy

Rugby has 5 core values and they are fundamental to the game and all those who partake in the game: Teamwork, Respect, Enjoyment, Discipline and Sportsmanship

- 1) Acknowledge the value and importance of volunteer referees. They give time freely. Do not abuse match officials, however much you disagree with their decision, emphasise respect for the referee by not questioning his decision.
- 2) The coaches and officials of the club are all volunteers. They should be treated with respect at all times. The decisions they make will be in line with our coaching policy, the players and team will be at the forefront of those decisions. Should you disagree with their decisions, please consult them directly in an appropriate environment and manner. Any concerns can be escalated to the Club Coaching Coordinator and/or Safeguarding Officer.
- 3) Remember, your actions influence the mood of the players and the game. Do not applaud foul play, and do not incite your players to foul. Do not use foul, abusive or racist language to players or other spectators. Do not ridicule opponents for their mistakes.
- 4) Recognise that children play for fun. They are not miniature professionals or internationals. Encourage all players and applaud their efforts.
- 5) Acknowledge the fact that players are learning the game and will be at different stages in their development, they need to play to improve.
- 6) Teach the children that taking part and trying their best is more important than the result of the match.
- 7) Stand away from the touchline. You must not enter the field of play during a game unless asked to do so by the referee.
- 8) Remember, when you are supporting your team, you are representing the Club.
- 9) You are subject to the laws of the game. You can be cautioned, reported, sent away from the ground, and suspended from attending any matches.

In the event that any player/spectator/parent/guardian contravenes any of the items listed above, disciplinary actions could be carried out.

Be sensible and enjoy yourself.

For further information, or if you have any concerns, please contact the club's Safeguarding Officer, full discretion will be observed.

I, the undersigned acknowledge and agree to abide by the policy outlined above.

.....