



Premier
League

Foundation Phase – Season 2021/22

Player/Parent Handbook

Welcome

Joining the Academy system is a wonderful opportunity for any young player. On behalf of everyone at the Premier League, we wish you good luck as you begin your journey.

You should expect the quality of coaching, the standard of education and the all-round experience to be outstanding. We expect all Academy Players to show commitment to and respect for their fellow players of all ages, for their coaches and their Club, and for both the rules and the spirit of the game. The Premier League operates the Academy system on behalf of its Clubs, and also works closely with; The EFL, The Football Association (FA) and The Professional Footballers' Association (PFA).

There are many things you will need to know as an Academy Player or as a parent/guardian of a player. This handbook is designed to provide you with an introduction to the Academy system and information on how it works.

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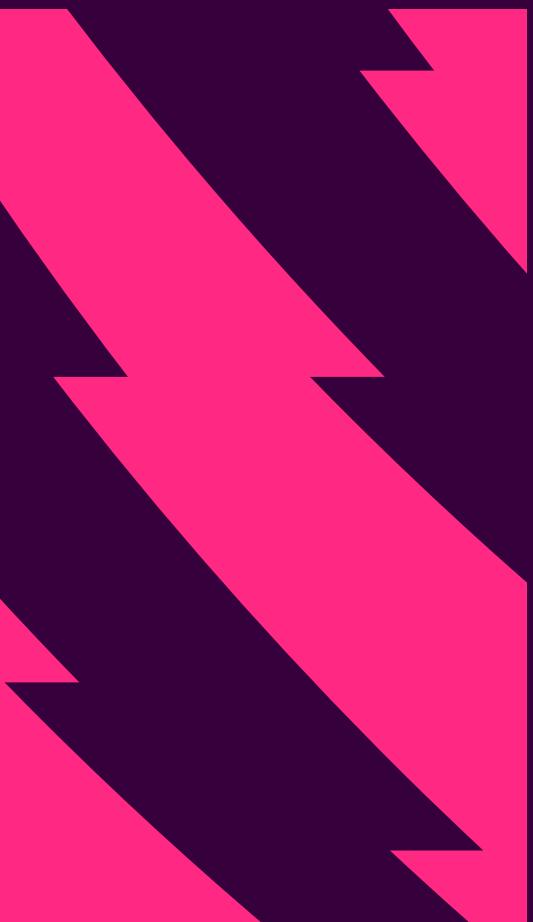
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The Academy System

Our vision – What we want to achieve

We want to produce more and better Home Grown Players and ensure positive development outcomes for all.

Our vision is to produce world-class footballers capable of playing at the highest levels of the game while ensuring positive development outcomes for all Academy Players who come through the system.

We want our Players to be technically excellent, tactically astute, physically capable and mentally robust, equipped to reach their potential inside and outside the game.

We want to develop the world's leading youth coaches, provide inspirational facilities and world-class support services.

Our mission – What we do

The aim of the Academy system is to help young players maximise their potential in football, education and life. It puts player care and personal development at the heart of everything we do. Our aim is to develop well-rounded individuals as well as high quality players. Clubs provide expert services, support and advice to Academy Players and their parents, and every young player should enjoy and value their Academy experience.

Your opportunity – What is available for you?

Participating in the Academy system is an achievement to be proud of, however it is important to maintain a balance between the demands of life outside of football, including education. Ensure that you maintain interests beyond the football pitch and manage expectations of a professional football career because only a few Academy Players will go on to become professional footballers.



The Performance Pathway

We call the development journey of an Academy Player the Performance Pathway. Players can join and leave at different ages or points and can progress into the professional game or another career. Your Club coaches, backed by a wide range of other specialist services, support Academy Players through each phase of the Pathway.

The Performance Pathway has three phases:

1. Foundation Phase.
2. Youth Development Phase.
3. Professional Development Phase.



Foundation Phase

Under 9 (U9)
to Under 11 (U11)

Premier League Home Grown Players Class of 2020/21 Season



We want to develop more and
better Home Grown Players



Understanding Academy Classification

Each Academy is independently audited annually and categorised from 1 to 4. The Premier League works closely with its Clubs in between audits to ensure that standards are maintained and improved where required. The different categories of Academies reflect the type of programme provided.

The environment at an Academy will differ according to the categorisation, but all categories of Academy will have a track record of producing successful professional players. Your Club will be able to provide you with their categorisation status.

Academy Classification	Definition	Performance Pathway
Category 1	This is the highest classification awarded to an Academy. It is an elite environment where Academy Players are provided with additional access to coaching and the potential of full time education from U12. Category 1 Academies can recruit nationally from U14 provided the Academy Player is guaranteed access to a full-time education programme.	U9 to U23
Category 2	This is an elite development environment where Academy Players are typically recruited locally but gain access to additional coaching opportunities and educational support.	U9 to U23
Category 3	This is a development environment where Academy Players are provided with professional coaching and development opportunities.	U9 to U23
Category 4	Academies focus on their coaching and educational support for Academy Players in the Professional Development Phase (U17 to U23) only.	U17 to U23

Academy Performance Plan

Each Academy has a performance plan which follows the Club's guiding principles, values, playing style and tactical approach. This encompasses games programmes, education programmes, sport science and medicine services support as well as coaching on the pitch.

Your Academy has a designated team of specialist medical and sport science staff to provide a high level of medical care during training sessions and games. Your Academy Manager will introduce you to these specialist staff at your induction.

Category	Foundation Phase – U9 to U11
1	4 coaching hours per week rising to 8 hours for older Academy Players
2	3 coaching hours per week rising to 5 hours for older Academy Players
3	3 coaching hours per week
4	Not applicable

Coaching curriculum

The age group you are in will, to an extent, determine the coaching contact you will receive. The number of coaching sessions available to you should increase as you progress along the Performance Pathway. The Club will advise you which Training Model will be available to you; these vary in terms of the number of hours of coaching received each week and when in the day those sessions take place (see Education Programme on page 20). Close integration with your education and welfare programmes will be paramount in building an effective coaching curriculum for you. The Club will continually monitor your progression via regular performance reviews (see page 16).

Once you join the Academy, your progress will be recorded on a performance clock. This is your record of personal progress and achievement available to you through your coaches. N.B. These coaching contact times are a guide and your coach will adjust your weekly curriculum according to your specific needs and the individual programme that you are on.

Foundation Phase Games Programme: U9 to U11

This programme is designed for players to develop their mastery of the ball, 1v1 skills and confidence through an holistic approach with the overarching aim to enhance their love for the game.

Foundation Phase games are played locally, usually on Sundays, and include regular tournaments that involve three or more Clubs.

Games take place on age-appropriate pitches. Matches are small-sided games for each age group. Subject to fitness, you will participate in at least 50% of match playing time reasonably spread out in any one season.

Category 1 and 2 Academies participate in a regional indoor season during December and February.*

U9 to U11 Game formats

Age	Format	Pitch size (yards)	Goal size (feet)	Ball size
U9	4v4, 5v5, 6v6 or 7v7	30 x 20 to 40 x 30 or; 50 x 30 to 60 x 40	12 x 6	3 or 4*
U10	4v4, 5v5, 6v6 or 7v7	50 x 30 to 60 x 40	12 x 6 to 16 x 7	4
U11 and U12	7v7 or 9v9	70 x 40 to 80 x 50	16 x 7	4
U9 to U11	Futsal (5v5)	25 x 15 to 33 x 18m	3 x 2m	2 or 3

* Ball size 4 is the option of the home Club

Festivals, tours and tournaments

You will have the chance to be involved in regional and national tournaments, some of which may be residential. Additionally, during the winter months, you will have the opportunity to experience an extensive indoor futsal programme.

The overarching aim of these initiatives are to enhance, not only the technical aspects of the player's development, but also their psychological, physical and social skills. We look to do this by taking players out of their comfort zones in different and sometimes challenging environments. This is evident with initiatives that have been introduced to the programme in recent seasons, such as, player led festivals where the aim is to stretch players socially, developing leadership and confidence. Alongside this you will experience In & Out of Balance tournaments and Powerplay tournaments where we aim to challenge the players psychologically. Whilst all of these aims are essential, we want to ensure that the players have fun and lots of opportunities to play.

To give a brief overview in relation to the formats which are delivered, here are some of the objectives. Some of the events your child may experience could include:

Player Led Festivals

Players from different Clubs will play in the same teams whilst socialising and working together throughout the day. In keeping with the objectives, staff will play no active part in the day; the emphasis is to let them play and create solutions to problems.

Objectives

To develop confidence, leadership and teamwork.

To develop creative, intelligent, independent decision makers.

Taking players out of their comfort zones encouraging them to develop their communication skills

In and Out of Balance Tournaments

Matches will be played using a 7v5, 5v7 and 7v7 format. Each team plays against the other team in each format. The winner will be determined by the team who finishes with the best goal difference.

Objectives

Creates ownership and encourages players to problem solve and become independent decision makers.

To develop resilience and grit, particularly when outnumbered.

With the emphasis being on goal difference, the team which outnumbers the other team have increased pressure during this period to gain advantage and score goals.

Players are required to work as a team encouraging leadership, communication and teamwork skills.

When the team is outnumbered, goals count as 2 which aids the concept of risk and reward.

Players understanding the risk and reward of scoring double goals against leaving their defence weakened and at risk of conceding.

Power Play Tournaments

During matches, music will be played at random intervals throughout the games. When the music is played each goal scored equates to 2 goals.

Objectives

The environment will focus on enhancing the player's fun, enjoyment and love of the game.

To create excitement and energy when in possession, whilst managing their levels of emotion.

To increase concentration levels during the Powerplay music.

To develop visual cues and triggers to communicate whilst the music is playing.

Premier Fives Tournaments

Matches will be played using a 5v5 format with rebound boards and roof nets.

Objectives

To develop creative, intelligent, independent decision makers.

The environment will focus on enhancing the player's fun, enjoyment and love of the game.

Players to develop 1v1 attacking and defending skills.

The environment creates greater contact time on the ball, and the need for imagination and technical mastery requiring quick and instinctive decisions.

These are a selection of objectives indicating just some of the variety produced within the Foundation Phase programme.

Throughout the season teams will be invited to the various Games Programme Events and we have Codes of Conduct by which we require players and parents to adhere to as follows.



Games Programme Code Of Conduct

Throughout the season teams will be invited to the various Games Programme Events and we have Codes of Conduct by which we require players and parents to adhere to.

Spectator & Parent/Guardian Code of Conduct

All spectators and parents/guardians are expected to:

Behave responsibly and never engage in or tolerate the use of offensive, insulting or abusive language or behaviour. Set a good example!

Always conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.

Not access unauthorised areas e.g. changing rooms, player accommodation, etc.

Maintain personal boundaries and not approach participating children.

Remain outside the field of play and within the designated spectators' area.

Respect opposition players, supporters, Club and event staff as well as match officials and their decisions.

They do not take or use unauthorised images or video footage of participating children during the event. This includes uploading images or video footage to social media sites such as Facebook, LinkedIn, Twitter, etc.

Always adhere to health and safety guidelines.

Not smoke/vape or consume alcohol around participants throughout the event.

Report any concerns to Premier League event staff without delay.

Breaches of These Codes of Conduct

The Premier League reserves the right to determine appropriate disciplinary action for breaches of these codes of conduct. This may include being asked to leave the Tournament and being excluded from future events.

Code of conduct

The Club agrees to:

- provide a safe and inclusive environment in which the Academy Player can learn and develop free from abuse, bullying, mistreatment and discrimination in any form;
- ensure all Staff receive regular safeguarding training approved by the Club's Head of Safeguarding and have been subject to safer recruitment procedures;
- protect the welfare of the Academy Player, including their mental and emotional wellbeing;
- ensure medical screening, monitoring and support for the Academy Player;
- Provide a structured football learning programme, appropriate to the age, ability and growth of the Academy Player;
- provide participation in football matches arranged or approved by the Premier League as part of the Games Programme;
- provide trained and qualified coaching and other staff and facilities as determined by the Youth Development Rules;
- provide guidelines to the Academy Player and Parent(s) on the best ways for them to contribute to the Academy Player's football and personal development;
- provide compensatory education and support (in consultation with the Academy Player's Parent(s) and school) for the continued academic and personal development of the Academy Player which, appropriate to their educational needs and training model;
- provide regular communication and reports to the Academy Player and Parent(s) on their progress;
- provide any additional code of conduct and/or rules for its Academy.

The Academy Player agrees to:

- attend the Academy regularly and punctually, behave with self-discipline and give notice of and reasons for any absence;
- practise the techniques and skills taught by the Academy and attempt to apply them in matches;
- maintain their academic progression and attainment;
- follow a lifestyle appropriate to development – spending leisure time positively; eating, drinking, relaxing and sleeping sensibly;
- communicate with the Academy staff, keeping them informed about any matters affecting them;
- never engage in abusive, bullying, violent or discriminatory behaviour in any form, including whilst online;
- adhere to any code of conduct issued by the Club and/or any rules for its Academy; and

The parents agree to:

- support the Academy Player to meet targets, including this Code and any code of conduct issued separately by the Club and/or any rules for its Academy;
- support the Academy Player without pressure, praise good work and refrain from criticising lapses;
- set a good example to the Academy Player;
- not approach or engage in communication, either directly or indirectly, with another Academy whilst the Academy Player is registered with an Academy, save as permitted by the Youth Development Rules.
- communicate with the Academy staff to resolve any issues of concern and to keep them informed about any matters affecting the Academy Player; and
- adhere to any code of conduct issued by the Club and/or any rules for its Academy.

Player Development and Progression

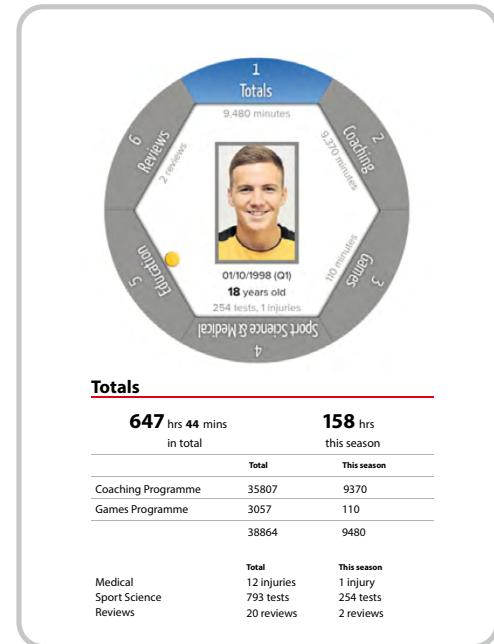
Helping all Academy Players become independent decision makers is one of the core aims of the Academy system. Alongside on-field training and games, athletic development, performance lifestyle and psychology programmes will be delivered to enhance the knowledge, skills and understanding you will need to become a professional footballer both on and off the field.

The Performance Clock

You are entitled to regular feedback on your progress and development at the Club. Your Academy will use the Performance Clock to record, measure and monitor all aspects of your progress. It is your record of achievement, and you can help to develop it. The Performance Clock is a record of each player's personal performance data. It stores information on the number of games played and the data from those games. It is also a record of the coaching each player has received, their educational progress, the sport science data that has been collected (i.e. fitness data) as well as medical data, such as injuries sustained and rehabilitation undertaken. The information that goes into each player's Performance Clock is input via the Performance Management Application (PMA). A lot of the information that goes into the Performance Clock will come from the multidisciplinary reviews that happen four times per season and each training session or game that a player is involved in.

The reviews cover each of the areas (or disciplines) worked on during each player's time at the Club e.g. Games, Coaching, Education and Sport Science & Medicine.

When the information is put into the PMA the data will automatically be stored in each player's Performance Clock and will become a record of each player's time not only at the current Club, but also throughout their football career. The Player's Performance Clock is made available to players and parents by each Club. If you move to another Club, you take your performance clock with you as your own personal record.



Performance Reviews

Every Academy Player's performance is reviewed regularly. A performance review assesses your development against targets set at previous performance reviews. It identifies your need for individual coaching, all-round athletic development, educational support, and it sets new performance targets. Each review is recorded on your Performance Clock.



Performance reviews are conducted by a multidisciplinary team of experts employed by your Academy which may include your Head Coach, the Head of Education, the Club's Sport Scientist plus any other relevant Academy staff. You will be provided with details of each review and your coach will discuss future targets with you. Your Academy will also hold parents' evenings at least twice each season to discuss your recent performance reviews in detail with your parents.

Academy Duty of Care

These are the three pillars which underpin and unite our Safeguarding, Player Care and Education provision:

	Prepare	Empower	Protect
Safeguarding	Working together to create supportive environments where Academy Players are safe, valued and respected	Everyone to protect themselves and others	Academy Player safety and welfare
Player Care	Academy Players for the day-to-day challenges they may face, both inside and outside of football	Academy Players to make informed decisions about their wellbeing and future	Academy Player wellbeing - mental, emotional and physical
Education	Academy Players for a career within and beyond football	Academy Players to become independent decision-makers	Academy Player academic potential and aspirations during their football careers

Safeguarding

The Premier League places great importance on safeguarding children and adults at risk and we believe that everyone has the right to enjoy football in a safe and inclusive environment.

We have safeguarding rules in place that Clubs must follow to promote and protect the safety and welfare of children and young people.

Your Club safeguards its Academy Players in lots of different ways:

- Safeguarding is everyone's responsibility, however your Club has in place a dedicated full-time Head of Safeguarding and an Academy Safeguarding Officer. The members of staff fulfilling these roles are at the heart of our Clubs' development of young talent and can provide you with support and advice. It is important to know who your Club's Safeguarding Team is and how to contact them
- Getting the right people involved. Your Club must make sure that they only work with suitable people and organisations who also believe in keeping children and young people safe
- Creating a safe environment. Your Club has safeguarding policies, procedures and guidelines in place which everyone must follow
- Empowerment and education. Your Club must make sure that people who work for them know what their responsibilities are by giving them regular training. Your Club also has a responsibility to educate and empower children and young people by helping them understand their rights and where they can get help or advice if they need it
- Working together and taking action. Your Club has a duty to take all concerns seriously and ensure that they are dealt with swiftly and appropriately.

Getting advice and reporting concerns



Our Safeguarding Team can be contacted by emailing safeguarding@premierleague.com or by calling 020 7864 9000 to speak to a member of the safeguarding team for advice, to raise a concern or to help you get in touch with your Clubs Safeguarding team.



Adults can contact the NSPCC helpline by calling 0808 800 5000 or by emailing help@nspcc.org.uk to get advice or share their concerns about a child, anonymously if they wish. Trained professionals are available 24 hours a day, 7 days a week.



Childline is a free and confidential service for children and young people up to their 19th birthday. They are available any time, day or night. You can contact them by phone, by email or through their 1-2-1 counsellor chat service. Visit their website for further advice or support www.childline.org.uk.



Visit www.thinkuknow.co.uk for advice on internet safety and safe surfing. You can contact them confidentially if something has happened online which has made you feel unsafe, if you are worried about somebody else or to report online abuse.

It is important to familiarise yourself with your Club's policy on the use of social media sites. This policy will outline what is and what is not acceptable.

Visit our website for more information www.premierleague.com/safeguarding for more information.

Player Care

Alongside the more formal education programmes, Players will have the opportunity to take part in other workshops as part of the Lifeskills & Personal Development Programme. The Programme, supported by the PFA, aims to improve the holistic development of Players during their time in the Premier League and to prepare them for life inside and outside of football, as well as helping their performance on the pitch. .

Your Club will provide an extensive range of programmes including the following topics:

- Careers & Preparation for the Future
- Communication
- Equality & Diversity
- Financial Management
- Inspirational Speakers
- Media Training
- Mental & Emotional Wellbeing
- Personal Integrity & Respect
- Social Media Awareness.

The Premier League, alongside the PFA and Sporting Chance work with Clubs to develop action plans for their players and wider Club culture that support the Premier League's Mental and Emotional Wellbeing Strategy.

In addition, the Premier League Transition programmes have been introduced for Players when they are released at Under 16 and 18+ to provide continued sporting, educational and personal support.

It is important for the Premier League to obtain feedback from Players and Parents on the Academy experience and in order to do this, Captains meetings and Parent sessions have been introduced at some of our Games Programme events. We are keen to listen to Club Academy Player Leadership Groups to receive their feedback to help shape the Player Care Programme and ensure that the Premier League is providing the best possible support to Players.

Our aim is to help Players achieve excellence at every level of their journey, ensuring we have a diverse and inclusive culture of continuous learning and that we are working in a collaborative way with Clubs and our Partners.

Education programme

Your education programme is a core component of your football development and will help you achieve a productive and fulfilling career, both on and off the field. The Head of Education at your Club oversees the programme and will:

- Liaise with your school to ensure that your football commitments do not affect your levels of progress at school;
- Where appropriate make sure you follow a formal education programme that supports you to achieve your academic potential;
- Offer advice on all aspects of the education programme.

Training Model

There are three education models that you may follow whilst at the Club, these are called Training Models and the education on each of them is delivered differently. Which model you follow will depend on the phase you are in on the Performance Pathway and what is right for both your academic development and your football development. The three training models are:

1 Part-time Training Model (PTTM)

On the PTTM you attend the Academy in the evenings, at weekends and during holidays. Your Academy will keep in regular contact with the school and provide reports to them about your progress. The Club will monitor your progress to ensure the football programme is not having a negative effect on your progress at school.

2 Hybrid Training Model (HTM)

On the HTM you are released from school to attend the Academy for part of your weekly timetable, this will depend on your age and your Club's programme. Agreement must be reached between your school, parents and Club describing the arrangements and the likely effect on your studies. Your educational attainment and your academic progress will be monitored. The Club must provide extra help to ensure that your time away from school is not having a negative effect on your academic achievement. You should also receive some of your education at the Club to compensate for the time away from school.

You will receive regular 12 weekly education reviews at the Club which report on the work you have been doing. The review will outline your progress in all areas of your football development and education. These can be accessed through the PMA and the Club will liaise with your school about your progress to ensure you stay on track.

3 Full-time Training Model (FTTM)

When you finish the foundation phase, if you are at a Category 1 Club that operates a FTTM, you may be offered a place on it. To attend the FTTM you will need to reside within the one and a half hour travel restrictions as outlined in the PL rules. From the U14 year players can be recruited onto the programme from around the country.

If you are offered a place on the FTTM at your Academy you will receive both your football and education programmes through the Club. Your academic needs will be met by a local school in partnership with your Club. The Club will make a detailed assessment of your educational needs and work closely with your previous and new schools to ensure your curriculum meets both government requirements and your academic abilities.

Your Club will be committed to extending your registration so that it lasts up to the end of your secondary school education. Your educational attainment will be tracked and your academic progress in all subjects monitored. The Club must provide educational support to ensure that your participation on this training model is not having a negative effect on your academic achievement.

You will also receive reviews four times per season at the Club outlining your progress in all areas of your football development and education programmes. A full-time place may involve living away from home in accommodation arranged for you by the Club, for instance at a boarding school, Club boarding home or with a host family.

Joining the Academy System

What is a Scout?

A Scout represents a Club and is responsible for identifying talented young players. Scouts must be registered with the Club who is responsible for ensuring high standards of behaviour. You should always confirm a Scout's identity with the Club. If you are concerned about an approach from a Scout, contact your Club's Head of Safeguarding immediately.

What is an Intermediary?

An Intermediary (formerly known as an Agent) acts on behalf of a player or a Club and may represent a player and/or a Club in contractual negotiations and on registration issues.

Intermediaries may not approach a player before the 1st of January in the year of their sixteenth birthday. If you are concerned about an approach from an Intermediary, again, contact your Club's Head of Safeguarding immediately and also report it to The FA using Intermediaries@thefa.com or by using the Intermediaries Hotline and calling 0844 980 8213

Time/distance regulations

You can only be registered with a Club if you live within a limited travel time of the Club's location.

As a player registered in the Foundation Phase you must reside within 60 minutes of the Clubs Academy. These journey time allowances increase in the next phase (Youth Development) to 90 minutes. The only exception to this is where an Academy Player joins a Category 1 Academy and is offered the FTTM. This can only happen in the Under 14 to Under 16 age groups.

Academy registration

All parties must complete a registration form and also provide a suitable image, along with a document to confirm your home address and date of birth. You remain attached to the Club for a period of time that depends on your age, and you join an age group determined by the age you will be on 31st August. The duration of your registration will be determined by the time of year when the Club approaches you to register.

Once you have signed a form, the Premier League will process your registration. If you choose to cancel the agreement, you must contact the Premier League within 7 days. You may be coached by, and play for the Club during this initial 7-day period.

The Premier League and your Club see registration as a crucial time when independent advice is important for Academy Players and their parents (see page 27). Information about **The PFA Independent Advisory Service** available to you regarding registration and contractual offers can be found on page 27.

Academy induction

Your Academy will tell you about the provision of coaching, education and support as well as what you can expect following registration. You will find out about your education and games programme, and how your education programme and school liaison will be managed. Induction is an important chance to get to know key people at the Academy, and for them to get to know you. Make the most of the opportunity to ask questions and to note names and contact details which you can record within this booklet on page 31.

Player Recognition System(PRS)

Every Academy Player is issued with a personalised photo ID card as part of their registration. The League will send your card to you once the necessary registration forms have been submitted and approved and the card is valid for 3 years.

You will need to have your card with you (or in the possession of your coaches) and available for inspection at all Academy fixtures and events. Cards may be inspected prior, during or after your matches.

The card is designed to ensure we validate player eligibility and record attendance at Academy fixtures, with the overall aim of maintaining a safe environment for Academy Players and staff.

Your card will contain your name, unique identification number and a recent image of you. For more information on how the Premier League processes personal data please see the Player Privacy Policy.



Approaches and contacts

While registered at an Academy, you are not permitted to either directly or indirectly contact any other Premier League or EFL Clubs during your agreed registration period. Likewise, other Premier League or EFL Clubs (via members of staff, scouts or Intermediaries), must not make either a direct or indirect approach to you or any person connected with you. This includes contact by or with your parents, another family member, or anyone else connected to you.

At the end of each Season, the Academy system provides all Academy Players with an opportunity to consider their options, and a permitted time period to be contacted by, or to contact Clubs if you have chosen to leave your Academy, or if you have been released. However, any approach or contact with or by another Club outside of this time period could be deemed a breach of the Premier League's Rules.

Inducements

Similarly, no Club may attempt to induce you to register with it (whether by offering cash or some other benefit in kind to you or anyone connected to you) and you must not accept any such inducement that is offered to you.

Any such inducement could be deemed a breach of the Premier League's Rules, and for clarity, this covers both the registration with a new Club, or re-signing with a Club you may already be registered with. Inducements can be wide ranging, from cash payments to the payment or reimbursement of accommodation or travel costs. It is of course appreciated that some expenses are legitimate and guidance is available upon request outlining what payments are permitted. Should you have any doubts as to whether an inducement is being offered, you or your parents should contact the Premier League before proceeding. Remember, should you be found to have accepted an inducement, there could be serious ramifications for your career, including a potential sanction from the Premier League and/or termination or refusal of your registration.

Reporting

If you have any concerns about approaches or inducements, or any other breaches of the Youth Development Rules by anyone involved in the system that you don't feel able to report directly to a Club, the Premier League has a confidential reporting service that is constantly monitored (and which can be used anonymously if you wish) where you can share those concerns. If you have anything you wish to report, please email reporting@premierleague.com.



Moving to another Academy

End of season procedure

Towards the end of each registration period, your Club will confirm in writing its plan for your registration for the next season. If your Club intends to renew your registration, you must decide whether you want to accept or refuse their offer.

Renewing your registration

If you are happy to remain registered at the Club you do not need to take any action. Your Club will notify the Premier League, and your registration will be retained for a further period, determined by your age.

Declining extended registration

If you choose to decline the offer of an extended registration period you must inform both your Club and the League in writing by the first Saturday in June. Following receipt of confirmation from the League, you will then be able to seek registration at another Club, subject to the Rules relating to travel distance.

If you refuse an offer of retention and a new Club wishes to register you, they will have to pay compensation to your previous Club. These compensation amounts can be found on page 26 or in more detail in the Premier League Youth Development Rules.

You cannot be offered a professional contract until your Under 16 year or enter into one until you are 17 years old.

Leaving the Academy

Releasing an Academy Player from registration can be a difficult time. Academy Players and parents should remember that involvement in the programme is a tremendous achievement in itself. If your Club does not wish to extend your registration then it is expected to provide support by, for example, helping identify opportunities for you to continue your football development elsewhere.

Requesting cancellation

During your registration period you may only be cancelled if all parties are in agreement (the Club, Academy Player and parents).

You should initially raise any concern you have, which may have led to your desire to leave, with the Academy Manager. As an alternative, any party may ask the Premier League to provide a binding decision on a termination request by making a written application providing full reasons for the request.

You should be aware that compensation may be owing to the Club should you wish to register with a new one. More information about feedback and communication, including the complaints process, can be found on page 28.

Investigating a move to another Club

If you are registered with one Category 1 Academy and wish to move to another Category 1 Academy, you (together with your parents and the two relevant Clubs) may be required to undergo an exit interview to talk through the circumstances of your proposed move. This is a process that has been endorsed by all Premier League Clubs and is intended to ensure that no Rules have been breached in relation to the move.

As part of this process, you and your parents (together with the Club that you wish to move to) will also need to sign a declaration that no approach has been made to you prior to the relevant date, nor has any inducement been paid or offered to you or anyone connected with you to encourage you to move Academy (inducements and approaches are explained on page 23/24). Following this process, you may be required to provide certain documents and/or other information to the Premier League to ensure that all Rules have been complied with. As an example, phone records and bank statements covering the last year may be requested.

You should be aware that this process can potentially take a matter of weeks and while it is ongoing, you will not be able to train with or play for the new Club's Academy. We appreciate that this can be inconvenient and can be a time of uncertainty, but it is an extremely important part of ensuring the integrity of the Academy system and the Premier League Rules. We will take every endeavour to ensure the process is completed as soon as possible.

Please also note that the above process may also apply to a movement from a Category 2 or Category 3 Academy to a Category 1 Academy, in certain circumstances.

Compensation

Compensation is money paid by your new Club to your previous one to cover training and development costs if you decline an offer of extended registration. Clubs are required to calculate compensation based upon an annual fixed fee which relates to the age group of the Academy Player (£3000 in the Foundation Phase) and the category of Academy the player was registered with. The full compensation formula can be found within the Premier League Youth Development Rules. Should the Club offer you a Scholarship, and subsequently this is not accepted, if you then register elsewhere compensation could be determined outside of the prescribed formula.

Compensation formula

Age group of the Academy Player	Category of the training Club's Academy at the relevant time	Applicable annual fixed fee
U9 to U11	All Categories	£3,000

Academy Players and their parents are not liable for paying these fees and will have no involvement in these negotiations.

Independent Advice

We pride ourselves on the quality of the Academy system and we are committed to ensuring that Academy Players, Trialists, Parents and Guardians gain the right advice and support.

An important aspect of this is the independent advice provided by the The Professional Footballers' Association (PFA). You are advised to make contact at the earliest opportunity.

T 0161 236 0575 E youthadvisory@thepfa.co.uk

The PFA Independent Youth Advisory Service



The PFA Independent Youth Advisory Service can offer advice to Academy Players, Trialists and their parents and guardians relating to:

- Premier League and EFL Youth Development Rules
- Registration & contractual offers
- Football Association & FIFA Rules and Regulations
- Time & Distance Rules and Regulations
- Academy Inductions
- End of Season Procedure
- Requesting Release
- Player Development / Player Progression
- Coaching Programme
- Education Programme
- Compensation
- Player Welfare
- Intermediaries.

The PFA was formed in 1907 and is the world's longest established professional sportspersons' union.

The aims of the PFA are to protect, improve and negotiate the conditions, rights and status of all professional players by collective bargaining agreements.

The PFA is a key figure in all aspects of the professional game that affects its members and has enhanced its reputation by upholding the principle of caring for the interests of the game as a whole, in addition to the interests of its members.

The experience and expertise the PFA has gained since its formation ensures it is able to provide you with the best, confidential independent advice and assistance.

Communication

Complaints Procedure	
Communication	It is in everyone's interest that issues and complaints are resolved at the earliest possible stage. Many issues can be resolved informally, without the need to invoke formal procedures.
Complaints procedure	If you are unable to resolve your complaint through informal discussions, your Club Academy's formal complaints process should be invoked through the stages outlined within their written procedures.
Outcome and appeals	If you are dissatisfied with the outcome of your complaint, follow the appeals or internal escalation process outlined in your Club Academy's complaints procedure.
Escalation	If you are dissatisfied with the conclusions reached by your Club, including through its appeals/internal escalation process, you may escalate your complaint to the Premier League. The Premier League will respond within 7 days and will provide an outcome within 28 days where possible. If these timescales are not achievable, you will be kept informed. T: 020 7864 9000 E: youthdevelopment@premierleague.com

There are separate procedures for dealing with concerns pertaining to the safety and welfare of Academy Players. All such concerns must be reported to your Club Head of Safeguarding or Academy Safeguarding Officer without delay.

Our Safeguarding Team can be contacted by calling 0207 864 9173 or by emailing safeguarding@premierleague.com to raise a concern or to help you get in touch with your Club's Safeguarding Team.



THE PFA Safety Net

Helping young players with the challenges of playing Academy football.

> thepfa-safetynet.com
Register to access confidential advice, support & videos.



Key contacts

You should always be able to contact the right person quickly. Use your induction to get to know key members of staff, and to get answers to your questions. Make a note of people's contact details so you can get in touch easily when you need to.



The Premier League

Football Development Department, Brunel Building,
57 North Wharf Road, London W2 1HQL

T: 020 7864 9000

E: youthdevelopment@premierleague.com



The PFA

T: 0161 236 0575

E: youthadvisory@thepfa.co.uk



Key Club staff contact details

Academy Manager

Name:

Contact:

Head of Education

Name:

Contact:

Head of Academy Coaching

Name:

Contact:

Academy Safeguarding Officer

Name:

Contact:

Academy Coach

Name:

Contact:

Club Head of Safeguarding

Name:

Contact:

Club Doctor

Name:

Contact:

Player Care Manager

Name:

Contact:

Physiotherapist

Name:

Contact:

Premier League Academy Support Manager

Name:

Contact:

Head of Sport Science and Medicine

Name:

Contact:

Other useful contact(s)

Premier League

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