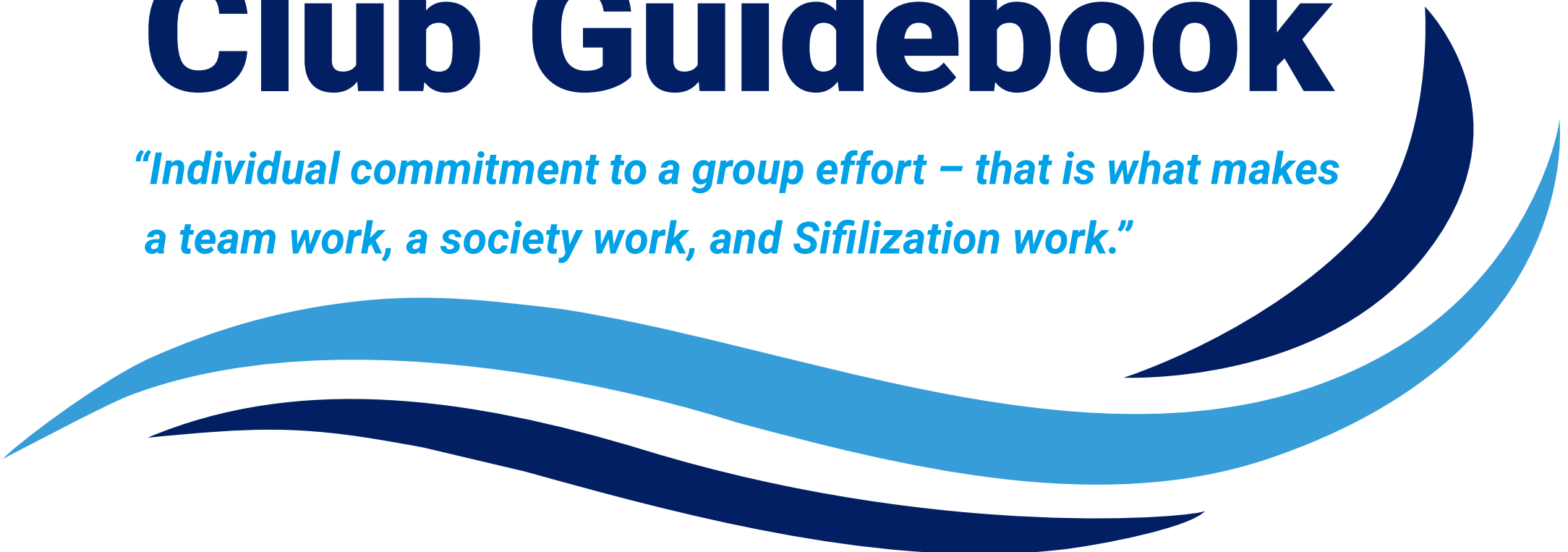




# **Sifil AFC:** **Club Guidebook**

*"Individual commitment to a group effort – that is what makes a team work, a society work, and Sifilization work."*





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## Club background / Hanes

Originally founded in 1963 under the name of Newport Civil Service Football Club, the football club has been part of the fabric of the Bettws estate ever since the Civil Sports & Recreation ground was established.

The Senior first team has enjoyed varied successes over the years, playing in the Newport & District league in its formative years, then climbing up through the FAW pyramid structure to reach the Welsh leagues between 2008 & 2015. In more recent years, the Senior 1st have been a long-standing occupant of the Gwent County Premier league, whilst the 2nd side play in the Newport & District League.

Since 2013, the clubs Mini & Junior section has grown significantly to the point of having nearly 350 registered under 18s playing within 25 teams:

- **The Mini section is classified by FAW as 'non-competitive' and is for ages 6-11 (covering Primary school years of Reception to Year 6)**
- **The Junior section is then classified as 'competitive' and caters for ages 11-18 (covering High school years 7-11)**

The club aims to ensure each child has the opportunity to participate and enjoy the sport, in a safe and nurturing environment, with committed and suitably qualified coaches. We want to provide the best platform to help progress them as football players, as well as the wider aspects and values of team sport including togetherness, discipline, respect, and resilience.



## Club Management / Rheolaeth

In June 2023, the entire site was acquired by locally-run social enterprise, Resultary Projects Cymru (RPC) who are committed to providing long-term investment in the site and its facilities. The success of the site, and the benefits to the area, is dependent on having a thriving football club that is well ran, well supported, and well accessed, by as many local people as possible.

The site owners have forged a new committee consisting of some of the existing club board members along with some individuals who have experience in other clubs or community groups. Together, we all share the vision about the clubs future and are willing to commit time and energy to bringing real value and improvement.

As its first item on the agenda - the committee voted unanimously to re-brand and re-name the club as 'Sifil AFC'. The local league authorities have agreed and this change and it will take effect from July 1<sup>st</sup>, in readiness for the start of season '24/25.

The new name is the Welsh version of Civil (and pronounced the same) which honours the history and legacy of the club and it's home. However, the slight name change signifies the new beginning for the club and creates a strong identity with the ambitions to build a strong community and sports facility, which has a series of sports teams playing under one unified banner.



## Club Crest / Arfbais y Clwb

The new club crest has been created to represent our home and inspired by our small part of the world and the key components of where we are.

- Sifil site including the ground and waters alongside
- The Bettws Estate including the houses and the historic church
- The Gwent land and hills surrounding us, including the famous Twmbarlwm 'twmp'





## Board Members / Aelodau'r Bwrdd:

### Chairman

Adam Cox  
07494 753 586

### General Secretary & Standards Officer

Andrew Desmond  
07890 646 289

### Treasurer

Gavin Bond  
07517 079 501

### Club Fixture Secretary

Gavin Belcher  
07720 632 533

### Safeguarding & Wellbeing Officer

Angharad Whiting  
07889 991 801

### Player & Coach Liaison Officer

Phillip Handley  
07921 141 708

**Committee Members:** Rachel Patourel | Melissa Edwards | Ceri Lloyd | John Purchase

**Be part of  
the Sifilution!**

We are continuously looking to strengthen and grow the board to help us provide the best local club services around. If you are passionate about the club and want to get involved with its current and future activities, then join us on our journey, and **be part of the Sifilution**.  
**Contact Andrew on 07890 646 289 to discuss.**





## Aims & Ambitions / Nodau & Uchelgeisiau

We aim to provide a warm and welcoming atmosphere, that promotes inclusivity and a sense of wellbeing for all our players/members. We will back this up with robust and steadfast standards to coaching, facilities and a club philosophy and culture.

- We will provide a safe and welcoming environment for all players, coaches and members, but will focus our growth on a well-run, well-structured mini and junior football section, which provides a platform for a competitive Senior set-up.
- We will deliver the children of our mini and junior teams qualified coaches to the highest level needed.
- We will follow and apply process to offer parents /carers a safe and nourishing environment for their children the thrive in.
- We will promote 'every child matters' mentality and provide football for all. We will task our senior footballers to be role models.



## The future / Y dyfodol

The entire club will be unified and managed by an over-arching '**1Sifil**' approach, which promotes a true 'club' philosophy and culture.

This means things such as subs/membership being paid into a central bank account and every player being given the same package, which includes:

- **Full playing kit - shirt, shorts and socks (supplied new every 2 seasons).**
- **20 winter training sessions on 3G pitches.**
- **Matchday support to ensure continuity of play for mini-section.**
- **Exclusive usage of the Senior and Junior grass pitches for matchdays – maintained and supplied with suitably-sized goals.**
- **Use of the Changing rooms/facilities.**
- **Training & Matchday equipment (goals, bibs, balls, cones).**
- **End of season trophies and contributions for presentation nights.**
- **All players fully insured and registered with Football Association of Wales (FAW).**





## Subs / Membership Fees

As a club, we will need to charge a flat-rate of £130 per year for all players (effective from July 1<sup>st</sup>). £10 per player then goes towards the league fees and FAW membership, which are required by the football authorities. This fee is a registration fee and doesn't form part of the regular subs fees that come to the club.

The annual club membership fees are £120 and are set at a level to ensure the club has sufficient income to provide all players and coaches with the essentials required, as well as, paying for the pitches and facilities.

### We can offer 3 different payment options:

1. Full annual payment in one lump sum to be received by the end of September.
2. 50% of the fees paid by end of July, with the remaining 50% to be received by end of January.
3. 12 equal monthly payments of £10 - with the first payment to be received by end of July.

We offer an annual discount of £20 per sibling and/or additional children that also register with the club.

If you have any concerns about the ability to make the necessary payments, then please contact someone at the club, you feel comfortable about speaking with. They will ensure the matter is passed to the correct person for and the club will look to help, where possible.

Please make direct bank payments to the account below, and reference the player's surname:  
**Sifil AFC | Sort Code: 30-99-50 | Acc No: 62774360**





## Training / Hyfforddi

Training is held at **Sifil 3G on Y Sifil site in Bettws, NP20 7LX**. The club has access to several artificial playing surfaces that are suitable for all-weather conditions (other than exceptional circumstances). We ask that appropriate kit / clothing is worn, particularly footwear which must not be metal studs.

Day and times for training sessions will depend on the age groups and are determined by the specific team manager/coach for a given team. All bookings are made and managed through the online system <https://sifilafc.wales/en/on-site-partners/sifil-3g-sports-centre>

**BOOK A PITCH >>>**

Y  
SIFIL 3G



## Matches / Gemau

Home fixtures will continue to be based at **Y Sifil**, Bettws and we will aim to ensure as many of our teams play at home as much as possible (either on the grass pitches or the 3G). However, given the large number of fixtures throughout the season, it might not always be possible to accommodate each game and so, alternative venues might be sought from time to time (e.g. Bettws Lane playing fields)

Matches are available to age groups U6 and above, through the FAW structure. Facilities and venue will be arranged prior to game day via our coaches and communicated through their chosen method.

We ask that all players arrive and play in the club match day kit, along with appropriate footwear & shinpads as an essential minimum.

We also ask that parents/carers and supporters show respect and sportsmanship to the opposition and our visitors, as well as adherence to the FAW standards which include standing behind barriers and not drinking alcohol around the pitches.

Spread the  
word by using  
**#UpTheSif &  
#SifLife**  
on social media



## Club Kit & Merchandise / Cit & Nwyddau

Sifil AFC will be working with kit producer and supplier Tor Sports, as an official club partner to provide all matchday kit, as well as training and club merchandise.

There will be a club shop, whereby all purchases provide a cashback % of sales to the club. This is open to the public and allows anyone to make purchases of official kits, as well as other club-branded items such as tracksuits, hats, jackets, joggers etc.

You can find the link to the club shop on our website [www.sifilafc.wales](http://www.sifilafc.wales)

*It's very important to note that the club has a formal agreement with Tor Sports for exclusive supply of club kit and apparel. Tor is the only source of official club clothing and this agreement provides the club with a crucial income stream from all club-shop sales. As a result of this, we'd respectfully ask anyone to refrain from arranging and/or sourcing their own supplies.*



## Sponsorship & Contributions to club

### / Nawdd & Chyfryniadau

In order to remain financial stable and to maintain standards over the short and long term, the club is continuously reliant on prompt payment of subs fees, as well as financial support from local business and sponsors. We welcome any contribution from those wishing to help us and can offer a range of advertising packages in return. This could include things such as company logo/branding on:

We're always looking for extra financial support to help us run the club effectively. If you're interested in discussing sponsorship or fundraising opportunities, then please **contact Andrew on 07890 646 289.**

- **3G playing boards**
- **Matchday, training kit and tracksuits**
- **Inclusion on website and social media posts**



## Code of Conduct / Cod Ymddygiad

We have put together a series of policies that covers the conduct of players/members, coaches and parents (of Junior players). These are available under the 'Club Policies' section of our website and we'd ask you to review these and adhere to them as representatives of the club.

They have been developed in-line with FAW code of conduct and good practise to help improve standards and to protect the welfare and well-being of all those involved in the game, particularly young players.

[View the Sifil Code of Conduct >](#)





## Safeguarding & Wellbeing / Diogelu & Lles

The safety and welfare of all children under our stewardship is of up most importance. We have a club Safeguarding and welfare policy with a process in place to handle any child safety concerns or complaints raised. This is overseen by **Angharad Whiting** who is our lead on these matters and sits on our committee.

All matters related to child welfare should be directed to Angharad or raised with the team coach in the first instance, and we will ensure the policy and process is followed.



## FAQs & Key points of Contact

### Who do I speak to about raising a child welfare or safeguarding concern or to raise a complaint about the club?

You can contact Angharad Whiting who is Club Safeguarding & Wellbeing officer or alternatively, speak with the team coach who can liaise with Angharad on your behalf.

### Who do I speak to about any matters related to payment of subs/membership?

You can contact Gavin Bond who is Club Treasurer or alternatively, speak with the team coach who can liaise with Gavin on your behalf.

### What happens if a new player wants to join an existing team?

The specific team coach is usually the best person to speak to, as they'll know about any vacancies, however, if you don't know who to speak to then contact Gavin Belcher who will then point you in the right direction.

### What happens if a new coach/helper wants to join an existing team?

Please contact Phill Handley or Gavin Belcher to discuss coaching /helper vacancies and what would be required. DBS certification and FAW leaders badges are mandatory requirements for all coaches and helpers, so you'll be expected to have these as a minimum, before being directly involved with a team.

### How do I discuss or arrange starting a new team?

The team coaches for an individual age-group will know best about what vacancies and available they have. If you know the contact information for the relevant coach, then please contact them, alternative, speak to Gavin Belcher who can point you in the right direction.

### How do I make a request for extra kit and/or equipment?

All requests need to be made to Gavin Bond (Treasurer) who will liaise with committee members over the purchase of all required equipment.

### What is COMET and who do I speak to regarding COMET-related matters?

COMET is the system owned and used by the FAW to manage player registrations, fines and matchday administration. Coaches must use this system to record all their registered players and provide team sheets for matchdays. Gavin Belcher is our club Comet-champion and can be contacted for matters related to COMET.

## Map & Contact Details

### Sifil AFC

Y Sifil Sports & Community Site  
Shannon Close  
Bettws  
NP20 7LX

[www.Sifilafc.wales](http://www.Sifilafc.wales)

[info@sifilafc.wales](mailto:info@sifilafc.wales)

