



TROJANS HC MEMBERS' HANDBOOK 2021-22

This handbook contains important information for all members. Please visit our website, www.trojanshockey.co.uk for all up-to-date information- please check it frequently!

The club plays a full programme of League and Cup fixtures. We run 6 Men's, 2 Men's veterans, 5 Ladies, a Ladies Masters and 20+ Junior teams. We also field 7 Summer League teams.

The new league structure for 2021-22 will see teams in the following leagues:



Senior Section

Ladies 1	Vitality Women's Division 1 South	Men's 1	South Central Premier Division 1
Ladies 2	South Central Premier Division 2	Men's 2	South Central South Division 1
Ladies 3	South Central South Division 1	Men's 3	South Central South Division 3



Ladies 4	South Central South Division 2	Men's 4	South Central South Division 4
Ladies 5	South Central Forest Division 2	Men's 5	South Central Forest Division 1
Ladies 6	South Central Forest Division 3	Men's 6	South Central Forest Division 2
Ladies Masters	South Ladies Masters League	Men's Vets 1	Wessex Masters League
		Men's Vets 2	Wessex Supervets Alliance

****League fixtures begin on Saturday 25th September 2021****

Junior Section

Age group	Number of teams	Age group	Number of teams
U8	mixed 7-a-side, 4 teams		
U10	mixed 7-a-side, 3 teams		
U12 Girls	7-a-side, 2 teams	U12 Boys	7-a-side, 3 teams
U14 Girls	2 teams	U14 Boys	2 teams
U16 Girls	2 teams	U16 Boys	2 teams
U18 Girls	1 team	U18 Boys	1 team



Internet Information

Extensive hockey information, including fixtures, results, league tables can be found at:

[England Hockey South Central Fixtures Page](#)

[South Central Facebook](#)

[South Central Site](#)



Trojans HC is proud to have achieved EH Clubmark status. This is an accreditation that shows Trojans HC is a well-run club where relevant risk assessments, policies and procedures are in place.

Playing Kit



Trojans red socks have been discontinued. Adidas or TK red socks are popular. Away kit, where there is a clash of colours, will be supplied by Trojans.

Please contact Ian 'Jock' McMorran, clubkit@trojanshockey.co.uk to get a shirt number BEFORE ordering kit.

The club kit, including numbered shirts, shorts, skorts and hoodies is available by ordering from [here](#).



Membership

Registration for the new season starts from 1st September each year. All members MUST have either paid in full or paid their first instalment of payment plan by 30th September. MEMBERS WILL NOT BE AVAILABLE FOR SELECTION UNTIL MEMBERSHIP IS PAID.

Membership rates for 2021/22 are detailed below:

Category	Rate
Senior Membership*	£225
Not employed*	£135
Over 18 Student*	£135
Junior Membership Age 5-18 yrs*	£135

*Playing Life Members, Ladies Masters (from another club), Members joining post-Christmas and Summer League players should contact the Membership Secretary at membership@trojanshockey.co.uk to have a subscription set on Teamo.

Existing members of other Trojans Club sections, please contact the Membership Secretary with proof of section membership to have a subscription set on Teamo.

Match Fees

Match fees are payable for ALL games. Where Juniors play a Junior and Senior game in the same weekend, they shall ONLY pay the appropriate fee for the Senior match.

MATCH FEES MUST BE PAID IMMEDIATELY AFTER EVERY MATCH, WITHOUT EXCEPTION

Category	Match Fee
Senior Match	£10
Not employed	£5
Over 18 Student	£5
Junior in Senior Match	£5
Junior Match	£5



Grounds

The club's principal ground is at Trojans Club. Other venues used are Wellington Sports Ground, Southampton Sports Centre and Thornden School

GMS- Game Management System

EH's new electronic system to help streamline competition administration.

PLAYERS

What do I have to do?

- Participant Profile – **ALL** players have to be registered (so you can appear on match sheets) so you **MUST** set up an individual account. This is a quick process and you only need to do it once.
- Your profile will capture your playing and umpiring history, your details and consents. This will stay with you if you move clubs.
- You'll have to link yourself to hockey clubs that you currently play for. This is because many players might play for more than one club or team (e.g. summer league etc).
- Player Transfer – You'll be able to initiate a transfer during the season to play for another club in a competition if regulations permit.

When do I have to do it?

- Look out for the link to sign up coming shortly.

What's coming in future phases:

- Your playing history – This captures appearance in clubs and teams, goals scored, cards (providing this is captured on match sheet)
- GPS Tracking Map - Add your smartwatch or fitbit tracker to your match history
- Videos - Add video clips of goals scored or team photos

What do I need to do next?

- Please look out for training videos over the next couple of weeks.



Umpires

Umpires are an essential part of the game without whom there would be no fixture. Trojans HC respects all umpires at all times, regardless of level, appointed or otherwise. Trojans HC expects its members to respect the umpire, accept decisions and thank the umpire at the end of the game.

Club Umpires

Trojans HC would not be able to function without club umpires. Non-playing umpires will be offered £10 expenses. Players who umpire a fixture will be awarded a **Free Game (Umpired)** credit. Where 2 players umpire half a match each, each will be awarded a £5 credit towards their match fee. Umpires can **ONLY** be switched at half time in matches involving Men's 5s, Men's 6 and Ladies 6's.

Where there is no umpire volunteer, the match will need to be umpired by a suitably qualified member of the match day squad. The club is keen to encourage all players, particularly younger members, to achieve Level 1 Umpire status.

All umpires, including players who umpire, who officiate a league match MUST be registered with England Hockey Officiating (EHO). An unregistered umpire can complete their registration up to 24 hours after the relevant fixture has been completed.

Please contact umpiresecretary@trojanshockey.co.uk if you'd like to find out more about Umpire courses.

Remember #noumpirenogame

Teamo

Teamo's use is becoming more widespread, from marking availability, to team selection, times, venues, match fees and cancellations to name but a few. Please log onto Teamo regularly!



Cancellations

Any fixture cancellations will only be notified on Teamo.

Selection

All members should use Teamo to display their availability for selection. The squad system will operate throughout the season and captains will advise selection on Teamo. Selection meetings are held periodically to review squads and adjust if required. Please contact your team captain/manager if you have any questions regarding this.

Withdrawal

Players wishing to withdraw from a match MUST notify the team captain. Under no circumstances should players arrange their own replacement. Members should avoid withdrawal later than Wednesday evening as this causes great inconvenience to other members.

Discipline

All members should acquaint themselves with the EH RESPECT Code of Ethics & Behaviour, available to view [here](#).

Trojans have adopted the policy of a one match ban following the issue of 4 yellow cards for dissent by any member during the regular season. Any member finding themselves in this position will be able to appeal against such a ban to the Trojans HC Chairman.

Training & Coaching

All members are encouraged to attend the training sessions for their allocated squad. Please see the Trojans HC website, www.trojanshockey.co.uk, for timings and venues.

Insurance

The Trojans Club holds public liability insurance. Hockey can potentially be dangerous, members should consider taking out personal accident insurance.



First Aid

Every team has their own first aid kit. This is taken to every match and training session. There is also a first aid kit located in the pitch side store and behind the bar.

Accidents & incidents

- Members should be familiar with, and follow, the **Trojans Hockey Club's Injury Reporting Policy** (found on the Club's website [here](#)).
- Report all injuries and action taken by completing the **incident/accident reporting form** (found on the Club's website [here](#)) and return the completed form to the Welfare Officer via email, welfareofficer@trojanshockey.co.uk asap (no later than 24 hours after the incident occurring). Where you are uncertain, contact the Welfare Officer and seek advice.
- Members should be familiar with, and follow, the **Head Injury and Concussion Policy** (found on the Club's website [here](#)).

Safeguarding

Safeguarding and Protecting Young People applies to every member of Trojans Hockey Club.

- Members should abide by the **Trojans Hockey Club Safeguarding Policy** (found on the Club's website [here](#))
- All Captains, Vice-Captains, Coaches and Managers should have undertaken safeguarding training.
- All Captains, Vice-Captains, Coaches and Managers should have completed a DBS check with Trojans Hockey Club.
- If you need to undertake Safeguarding Training or arrange a DBS check, please contact the Welfare Officer, welfareofficer@trojanshockey.co.uk
- Members should abide by the relevant **Code of Conduct Policies**, including the **Code of Ethics and Behaviour policy** (found on the Club's website [here](#)).
- **Photography:** Members should be familiar with, and follow, the **Trojans Hockey Club Photography Policy** (found on the Club's website [here](#)).
- **Travel:** Where Captains are arranging travel to away games consider issues of Safeguarding, for example,
 - Seniors do not travel alone with a single junior player.



- Seek approval from parents/carers ahead of arranging lifts and ensure parents/carers have the contact details of the driver and captain
- Where possible encourage players/parents/carers to arrange their own lifts and way to away matches.
- **Away games:** Where juniors play in senior teams consider the number of juniors travelling to away games and the number of seniors i.e. ensure there are enough adults should there be an injury or incident resulting in the need of your attention. Where there are high levels of juniors vs Seniors encourage parents to take their child to the match.
- **Pregnancy:** Where applicable; to enforce **England Hockey's policy** on playing during pregnancy. The policy can be found [here](#).

Seek support: as a club we are committed to creating and maintaining a safe and positive environment for all to enjoy their hockey. Where you are unsure of anything please speak to the Welfare Officer at the earliest opportunity.

Welfare Officer: Jaimie Ellis

Email: welfareofficer@trojanshockey.co.uk

Pitch care/maintenance/balls

- Please throw away all litter, water bottles in bins provided. If you see litter around the pitch, even though it's not yours, please pick it up and put it in the bin!
- Floodlights will go off automatically at 22:10 after training - please ensure you have vacated the pitch by this time.
- All 4 training goals should be put back against the far fence on the right hand side at the end of the last session of the day.
- Match goals must not be used for training. After the last game on a Saturday, the match goals should be put back and padlocked to the fence on the right hand side at the far end



- Ensure all equipment (tyres/tubing) is packed away at the end of every session.
Tubing against left hand side low level fence and tyres in recessed goal storage area.
- Ensure that all football goals are stored away in the recessed area on the far left hand side before any hockey commences (should only happen on a Thursday evening).
- Football goals must not be used for hockey under any circumstances.
- Please don't take training or match balls home with you.
- If you hit a ball over the fence, go and collect it!

****Please don't leave moving goals/collecting balls/litter picking to the same people every time, let's ALL 'work like a Trojan' to keep the expensive pitch & equipment in the best possible condition.**



Fundraising

Raise free funds every time you shop online! Click [Here](#) and you will be taken to the easyfundraising.org.uk website. Join for free, visit retailers and shop online as normal. Trojans HC then receives free donations. £1299 raised so far!

Raise FREE donations for us every time you shop online.

Over **4,000** shops and sites will donate!

We're looking for someone to champion easyfundraising and fundraising in general within the hockey club - if this could be you, contact vicechair@trojanshockey.co.uk

Sponsorship

Would your company or a company you know be interested in supporting Trojans HC. If so, please contact Simon Gibbons chairman@trojanshockey.co.uk

We're looking for someone to co-ordinate sponsorship within the hockey club - if you have the skills to help, let us know - vicechair@trojanshockey.co.uk

Volunteers

We need you! Please consider what you could offer the club and talk to the chairman. Umpires, coaches, managers, first aiders, fundraisers.....the list goes on.

Don't ask what Trojans HC can do for you, ask yourself what you can do for Trojans HC!



Club Contacts

Chairman- Simon Gibbons:

Vice-chairman- Ian 'Jock' McMorran

Junior Chairman- Mark Batchelor

Secretary- Mark Tubb

Fixture Secretary- Simon Gibbons

Membership Secretary- Ian 'Jock' McMorran

Umpire Secretary- Ian 'Jock' McMorran

Welfare Officer- Jaimie Ellis

Treasurer- Angie Bareham

Club Kit- Ian 'Jock' McMorran

chairman@trojanshockey.co.uk

vicechair@trojanshockey.co.uk

juniorchair@trojanshockey.co.uk

secretary@trojanshockey.co.uk

fixturesecretary@trojanshockey.co.uk

membership@trojanshockey.co.uk

umpiresecretary@trojanshockey.co.uk

welfareofficer@trojanshockey.co.uk

treasurer@trojanshockey.co.uk

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