



Rochdale AFC Academy

Accommodation Policy and Plan

HOUSING FOR APPRENTICE PROFESSIONALS

POLICY STATEMENT

Rochdale AFC has a responsibility to ensure that the apprentices are placed in a safe and comfortable residence whilst at the club.

The Designated Academy Safeguarding Officer is on call to respond to any incidents which may be deemed contrary to this statement, and to support any welfare issues or need for support for players, parents and staff.

The Academy carefully places scholars after initial meetings with them, their parents and the Academy Education and Welfare officers. The information from these meetings informs what level of support the player will need to achieve the best outcome, such as being placed alone, in a 2 or in a group

The following requirements and facilities must be adhered to before and during residency of young professional footballers in selected accommodation:

1. There should be a good standard of hygiene cleanliness.
2. All landlords/lords must agree to an appropriate level of supervision whilst the trainees are in residence.
3. Apprentices must not be left alone overnight without prior consultation with the Education and Welfare Officer.
4. Apprentices must not be allowed to travel or walk after dark unaccompanied.
5. The club acknowledges that the landlords/lords have a level of responsibility, which goes beyond basic or adequate living standards. The club will take a very dim view of the apprentices being exposed to undesirable influences from residents of frequent visitors to the house.

6. A member of Rochdale AFC staff will inspect all accommodation prior to residency and periodical check will be required (at the landladies'/lords' convenience) to ensure that the above is adhered to. Failure to comply will result in the apprentices being removed.
7. Any concerns over a young professional footballer's welfare should be reported to a member of Rochdale AFC's staff, no matter how trivial it may seem.
8. All landladies/lords must agree for all members of the household over 28 years old to go through the clubs safeguarding procedures as well as the FA's Charter for Quality by completing an enhanced DBS check.
9. All landladies/lords must agree to supply the apprentices with suitable, well-balanced meals and healthy snacks (information attached), to ensure that their bodies are appropriately fuelled for both training and matches.
10. All landladies/lords are not to administer any drugs of any kind to a player. Illness must be reported to the Club's Education Welfare Officer through the Youth Administrator.
11. Communications through host families and players parents should go through the Education Welfare officer or the Youth Administrator in the first instance. The club have a duty of care/loco parentis and must be informed of any concerns relating to the apprentices wellbeing.

The above is taken from the Football League and League Football Education Guidance Documents.

The Academy goes further to send the following procedures to all Landlords/Ladies:

To: All Landladies/Landlords

From: Sarah Ashton, Academy Administrator

Rochdale AFC Scholar Accommodation Policies and Procedures

As a landlady/landlord with Rochdale AFC, it is essential for you to have an FA DBS Enhanced Clearance. Please see enclosed application process. Once you have completed the online application, please contact the Academy office (01706 644 648 ext 2) to arrange a meeting the Academy Education and Welfare Officer or the Academy Administrator. You will be required to show Anthony original copies of any documents chosen to be verified.

Please take some time to read through the following policies and procedures:

Fire Safety

The law introduced in October 2006 – known as the Regulatory Reform (Fire Safety) Order 2005 – states that fire safety law applies to any household where anyone pays to stay in that property. It makes Landlords responsible for taking steps to protect the people using their premises from the risk of fire. The Regulatory Reform (Fire Safety) Order 2005 (FSO) and any

Subordinate Provision Orders -

<http://www.communities.gov.uk/fire/firesafety/firesafetylaw/>

Landlords must

- Carry out a fire risk assessment as provided in the HM Government Document 'Do you have paying guests?' If necessary, improve the fire safety measures Keep the risks, and the fire safety measures, under review

For more comprehensive information on this refer to the HM Government Document "Do you have paying guests? If so, fire safety law applies to you and you must take action". This document can be downloaded by visiting:

<http://www.communities.gov.uk/publications/fire/payingguests>

Health & Safety

- Is a carbon monoxide detector fitted?
- Does the venue have a fitted smoke alarm?
- Is the gas boiler / system serviced on a regular basis?
- Is there a copy of the current gas safety certificate(s) for the property and all appliances which was carried out within the last year?
- Have all electrical appliances been checked on an annual basis?
- Does your home have a Fire Drill book, if so when was the last drill date, was it
- recent?
- Check all fire exits?
- Does your home have an accident book?
- Do you have full insurance and public liability insurance?

If you are able to answer yes to any of these questions, please provide us with copies of documentation. If not, please provide us with a date for when the task will be completed. If you have any questions regarding any of the above please feel free to contact the Academy Office..