

Updating this Website

By keeping our website up to date we can significantly improve communication both within the club and outside. We are committed to improving the site to meet the needs of managers and to improve administration within the club.

In order to maintain the appearance and overall standards of our website we need some basic rules. Please adhere to following; any questions refer to Simon Vincent.

Team Pages

Every Team page should as an absolute minimum contain the following:

- Details of the league and division the team plays in with a direct link to the league table published by the league if applicable.
- Details of the manager, coach, administrator and any other volunteers that help to run the team. Please ensure that your e-mail address is also on the website as this is the easiest way to communicate.
- An up to date team photograph.
- Details of any sponsorship the team receives including the sponsors logo.
- Details of all the teams fixtures.
- Match Results ideally updated as soon as possible after the game.

Match Reports

Match reports are optional although hopefully every team will try to add one as all players and parents take a great interest in reading them. There are some fundamental rules regarding match reports:

- Do not criticise or comment adversely on opposition players or spectators in your report. If you have cause for complaint it should be dealt with through the official channels.
- **Under no circumstances may the report refer to the match officials other than in strictly factual terms.** E.g. it is perfectly ok to write that "the referee awarded a goal". It is not acceptable to write that "the referee awarded a hotly disputed goal" or "everybody saw the goal was offside except the referee".
- The leagues we play in have all made it crystal clear that they will monitor match reports on all club websites and will not hesitate to charge clubs "with bringing the league into disrepute" if they feel match reports are in any way critical of opposition teams or match officials.

IF IN DOUBT DO NOT MAKE ANY REFERENCE TO MATCH OFFICIALS IN YOUR REPORT.

We will update these rules from time to time and if you have any questions or suggestions to improve the website please let Simon know. Similarly if you are having problems, for example uploading team photographs or you feel your team's achievements should be on the home page of the site please let Simon know.

Please ensure this note is circulated to any volunteer who is involved in updating our website.