



This Mini Handbook contains important Member information and is an extract from the WHC original Fixture Card book. Our website – [www.winchesterhc.co.uk](http://www.winchesterhc.co.uk) provides all up-to-date information – please check it frequently!

*Welcome to you, as a Member of Winchester HC this season.*

## Introduction

The Club's ethos is to provide hockey for All and to encourage everyone to reach their own potential in the sport – player, official, coach and helper.



**SOUTH CENTRAL  
HOCKEY**

The Club plays a full programme of League and Cup fixtures, with 8 men's, (including two Vets), 6 ladies and 12 Junior teams, and look to extend this further

with full participation in Indoor, Mixed, Summer, Back2Hockey, and floodlit hockey programmes!

The Senior Fixtures this season will see the Men's 1st XI in Division 1 of the South Premier League whilst the Women's 1st XI will play in the South Prem League Div 2. All links to team leagues can be accessed through each Teamo team page. Our Juniors will once again enter all league competitions & tournaments. Both Seniors and Juniors enter national Cup competitions; please let your Captain's or team managers know if you would like to participate.

All operate under the EH South Central Hockey region



**ENGLAND  
HOCKEY**

The Club one of the largest Hockey Clubs in England with over 600 Members. The Club has attained the highly acclaimed and widely recognised ClubMark award, something it has retained for the last 20 years.



**ClubMark**

## MEMBERSHIP OF THE CLUB

### REGISTRATION & ANNUAL SUBSCRIPTIONS:

Registration for the new season starts from **1st July** each year, and the payment of Subs are due from that point. Registration and payment can be undertaken by using the Club's TEAMO App – see website for details. **PLEASE MAKE SURE YOU KEEP ALL CONTACT DETAILS UP TO DATE ON TEAMO – INCLUDING YOUR SHIRT NUMBER.** Other payments to the club can be managed via the treasurer.

The club bank account is held with Lloyds Bank, and the details are:

Sort Code	30-99-71
Account Number	00099974
Please make a note of your allocated Membership Number:	



**ClubMark**



## Membership Annual Subscriptions

**All Subscriptions must be paid by the 30<sup>TH</sup> September because otherwise you will not be insured by the Club. For this reason, you will not be eligible for selection either. You can register online from the website.**

See: <https://www.winchesterhc.co.uk/join-the-club>

The full membership fee structure is shown on the Club website – “Join the Club” page.

Should you encounter problems with registration please email the Membership Secretary, **Ed Hallett**, who will be pleased to help. [membership@winchesterhc.co.uk](mailto:membership@winchesterhc.co.uk)

## MATCH FEES:

***Match fees must be paid immediately prior to or following every match, without exception.***

As the Club uses Teamo, Captains team managers or coaches will be able to confirm your match appearance and allocate the correct match fee to you at each match. Please use the App to make immediate payment.

Players playing in more than one match in a weekend, subject to league rules, are entitled to a 50% reduction on their second and subsequent match fees.

NB: Match fees cover home teas, but do not cover transport costs or beer subsidy.

**Transport:** Where one player drives to matches *it is strongly recommended that this role is shared, and or other passengers offer to make fair contribution to petrol costs.*

## GROUNDS

The club's principal ground is at Kings' School in Winchester. The artificial turf pitch at the Winchester Sports Stadium in Winchester will also be used extensively. The artificial turf pitch at Thornden School in Chandler's Ford will be used occasionally, as will Ganger Farm in Romsey. All venues have changing rooms available.



- **KINGS' SCHOOL** - Ground Allocation **K**  
Romsey Road, Winchester, SO22 5PN. Tel: 01962 855324
- **WINCHESTER UNIVERSITY SPORTS STADIUM** – Ground Allocation **U**.  
Milland Road, Winchester, SO23 0QA. Tel: 01962 841515
- **THORNDEN SCHOOL** - Ground Allocation **T**.  
Winchester Road, Chandlers Ford, SO53 2DW. Tel: 02380 269722





- **GANGER FARM - ROMSEY** - Ground Allocation **G**.  
Ganger Farm Way, Romsey SO51 0EE. Tel: 01794 527729

### HOSPITALITY

Hospitality for home games will be provided at:  
The Bell Inn, St Cross Rd, Winchester SO23 9RE .

There is a car park, and a pleasant garden when its warm. Teas are really good!



### MEETING PLACE FOR TRAVEL TO AWAY GAMES

The meeting place for away games will be Kings' School car park.

### CANCELLATIONS

#### MEMBERS:

It is the player's responsibility to ascertain if a match is cancelled due to adverse weather conditions. Please contact your captain at an appropriate time on the morning of the match and check the website.

### SELECTION

All playing members are assumed to be available unless team captains have been otherwise notified. The pool/squad system will operate throughout the season and captains will advise selection. Selection committee meetings are held monthly to review pools/squads and adjust if required.

### WITHDRAWALS

Players wishing to withdraw from a match **must notify their own team Captain**. Under no circumstances should players arrange their own replacement. Members are particularly warned against withdrawal later than Wednesday evening. Such action causes great inconvenience to other members and can jeopardise fixtures.

### DISCIPLINE

All players should acquaint themselves the EH's Code of Conduct and Discipline. WHC has adopted the policy of a one match ban following the issue of 4 yellow cards by any single individual during the winter season October to March. Any individual finding themselves in this position will be able to appeal against such a ban to the Club's Discipline Officer in consultation with the Chairman.



### INSURANCE:

The club has insurance cover for public liability and **basic** personal accident insurance (including limited dental and eye treatment) covering matches, practice matches, coaching and training sessions, and direct travel to and from these events (except by motorbike) – as part of the England Hockey Insurance programme.

All members who have paid their subscription **and only those members** are covered, and ALL playing members must also register on the England Hockey GMS system for cover. Documented Coaches and Umpires are also covered. Details of the cover are available from the Club Treasurer or see website. Members are encouraged to consider taking out increased cover personally if they deem it necessary.



ClubMark





## TRAINING & COACHING

All players can access and attend their allocated training – see Club website for details of timing and location; please attend promptly, and confirm your attendance on Teamo. All Juniors must be escorted to and from pitch by parents' / guardians.



### PLAYING KIT

The Club Kit including numbered club shirts, shorts, skirts, shorts and socks are available by ordering through the website - [www.winchesterhc.co.uk/kit](http://www.winchesterhc.co.uk/kit), along with other sporting equipment you might require, such as shoes, sticks and safety equipment.

**It is strongly recommended that you wear a mouth guard and shin-pads whilst playing for the club. It is also recommended to wear a facemask whilst defending penalty corners, and consider knee guards too.**



White shirts should be taken to all matches in addition to club shirts. The following clubs are known to be colour clashes (there may be others, so be prepared):

*Alton, Bournemouth, Eastleigh, Fleet, Henley, Marden Russets, Merton, Purley Walcountians, Romsey, Salisbury, South Berkshire, Swindon, Tadley, Wanderers, Indian Gymkhana.*

## UMPIRES - #thirdteamwhc

Our Club is fortunate to have Graham Beck who has kindly agreed to lead the Club umpire development programme. Graham, a full SCO accredited Umpire is also a qualified Umpire Development Officer, and Assessor – the Club is fortunate to have his expertise and commitment and will provide every support to this important area. Interested in Umpiring – contact Graham. Remember, no umpires, no matches!

*NB: all club umpires must register as an England Hockey Official (EHO) on the EH website, [and register as an umpire on GMS (even if you are a registered player) so teams can record you as an umpire]. Basic membership status level is Bronze – is absolutely free of charge, and enables you to access a host of helpful training and advice.*

*In the current season it will be a requirement for all teams to field L1 assessed umpires.*

### CLUB UMPIRE PAYMENT

Currently, the Club has agreed that anyone willing and able to umpire a League or Cup Game, would be offered payment of £10 (£14 if Level 1 and registered on GMS/EHO). If the Club Umpire should accept the offer, any such payment must be recorded by the home team and submitted to the Club Treasurer for audit purposes – Captains please email Treasurer to confirm.

The rationale is to encourage the younger members of the Club in particular, but not exclusively, to achieve Level 1 Umpire status and obtain experience; the supplement would also assist younger players with the payment of match fees and the system would remove the inequality of the more senior sides that enjoy appointed umpires for which the Club pays.



## UMPIRE APPOINTMENTS







It is proposed to plan ahead (preferably at least 4 weeks) and arrange Club Umpiring Appointments to all league and cup games where appointed umpires are not made. All L1 umpires are requested to confirm their availability on WHATS APP / Teamo Group asap or please contact Graham Beck.

Umpires are an essential part of the game without whom there would be no fixture. WHC respects all umpires at all times regardless of level, appointed or otherwise. ***Please always respect the umpire at your game, accept decisions and THANK the umpire at the end of the game, and make them welcome to join in with your teams at post-match teas!*** Captain's must check with their home club umpire if they would like tea and are included in catering numbers.



The Club's Umpire Liaison Officers (ULO's) are an important link between the club and Umpiring Organisations and, wherever possible they will be proactive and welcome all visiting umpires to the Club.

Please use this hashtag when appreciating our Umpires – appointed and Club. - **#thirdteamwhc**

#### THE 100 CLUB:

The Hockey Club has been raising funds for a Club House for several years now and whilst there are benefactors who are prepared to contribute funding to the project, the Club continues to raise funds.

The 100 club is an opportunity to contribute to club funds with a chance of winning a substantial prize. Each member makes a nominal monthly contribution by Standing Order, and the prize fund is drawn quarterly. If you would like to join, (see Club Website – Documents) the 100 Club **Lloyds bank account** details are:

**Sort Code**                    **30-99-71**  
**Account Number**        **00570197**

#### INTERNET INFORMATION:

Extensive hockey information, including fixtures, results, league tables and other hockey news, is to be found on the Hampshire Hockey Association website at

**Club:** [www.winchesterhc.co.uk](http://www.winchesterhc.co.uk)

**EH South Central Region website:** <https://southcentral.englandhockey.co.uk/>

**Hampshire HA:** [www.hampshireha.co.uk](http://www.hampshireha.co.uk)

**SCO Umpires:** [www.southcentral.englandhockey.co.uk/officiating](http://www.southcentral.englandhockey.co.uk/officiating)



### **CLUB WEEKEND #HOCKEYFEST – September**

The Club hosts CLUBDAY during the second or third weekend of September, welcoming new members and starting the season off with a great social event. There is food, a bar, plus a kit shop; all with ample opportunity for the whole Club to be involved, See website and Teamo for details.

### **MIXED 7s TOURNAMENT:**

The club organises a Mixed 7s tournament at the end of the season – usually May. This is primarily a social event, with emphasis on friendship, as much on the bar and barbecue area, and of course as on the pitch. See website for booking details and date.





#### CLUB ARCHIVES:

The club archivist, **Richard Macer**, would be delighted to receive any documents that you think may be of historical interest to members of the club. Richard will look through the material and submit to the National Hockey Museum. He is seeking in particular any photographs, paper based or electronic based material such as tickets, programmes, dinner menus or anything related to the Club.

#### CLUB WELFARE OFFICER:

Everyone in hockey has a responsibility to safeguard and protect young people. The key role of the Welfare Officer is to support the organisation to promote good safeguarding practice across the organisation, to be the named point of contact for all members of the Hockey Family, to implement England Hockey's Safeguarding and Protecting Young People in Hockey Policy & Procedures where a concern has been raised. If you have any questions or concerns regarding young people within the club, please contact your team Coach, or the Club Welfare Officer.  
Contact details are on the website.

#### VOLUNTEERS:

We need you! Please consider what you could offer the club and talk to the Executive Committee or Team Coaches and Captains.

We need marketeers, builders, finance expertise, coaches, managers, reporters, first aiders, planners, caterers, event organisers – and – just about every skill you could think of. Just ask!

***Don't ask what the Club can do for you but ask yourself what you could do for the Club!***

#### CAPTAINS DUTIES & RESPONSIBILITIES

**Team Captains** are expected to:

- Act as the Executive Committee's and the Club Captain's representative
- to their team; to impart Winchester Hockey Club policy and, equally, collect team feedback and return it to the Executive Committee.
- Ensure that their team presents Winchester Hockey Club in the best possible light at all times.
- Ensure, where appropriate, that team tactics and style of play reflect those required by the club coaches and senior team management.
- Be responsible for team conduct and discipline on and off the pitch – the captain shall set and maintain high standards.
- Report the match result to the appropriate League/Competition Secretary, utilising the new GMS system, as needed, by the stated deadline and **please ensure full result details are updated on Teamo immediately after each game – including goal scorers.**
- (If you need help, please contact club captain).
- Ensure that the opposition is hosted post-match; if at home - serve teas.
- If a player should be awarded a red card, report the circumstances to the Club Captain as soon as possible after the match, but within 24 hours.
- If a player should be awarded a yellow card, report the circumstances to the Club Captain after the match within 72 hours – and record on the GMS return.
- Attend club team selection meetings or ensure that the team is represented. Team selection meetings will be held on the second Wednesday of September, November, and January, and as the Club Captain calls. - Inform the Club Captain if their team has a player surplus or shortfall, ideally by Wednesday each week.
- Develop any Under 18 players to the mutual benefit of the individual and the club – know the player pathway.







- Ensure that the team first aid kit is always available (**critical insurance cover requirement**).; rehearse in your own mind what to do in case of an emergency and take the lead action and offer assistance to the away team for matches at home. See Club website documents for accident report which contains excellent guidelines.
- In the case of cancelled home games: inform the Fixture Secretary; ensure that the home pitch (Kings', the Sports Stadium or Thornden) and the teas are all cancelled.
- If games are cancelled, inform the Club Captain so that players can be re-allocated. Note: Do not cancel games without discussing with the Club Captain first (to do so has repercussions on lower teams, and potential League penalties). Always ensure Umpires are contacted ASAP.
- For Sunday fixtures - ensure early and continued liaison with the Fixtures Secretary, the Umpire Liaison Officer, the organising Association and the home pitch.
- Oversee their Vice Captain

### VICE CAPTAINS

The Captain's key deputy, and are expected to:

- Deputise for their Captain as required, as directed above
- Ensure that umpires are hosted post-match; if at home - serve teas **#thirdteamwhc**
- Ensure match fees are allocated on Teamo and all players are paid up to date. Using Teamo well means no additional work as the Treasurer can see all records.
- Players can set their payment cards up on Teamo for fast easy payment.



Sort Code	<b>30-99-71</b>
Account Number	<b>00099974</b>
Lloyds Bank	<b><i>Don't forget Team player reference</i></b>

**Match fees are payable for ALL club games (friendly and league) and are payable to the club and cannot be used to subsidise travel.**

- Note that it is currently club policy that travel expenses to away games are paid for by the individuals. Where members are sharing lifts then it would be appropriate to agree with the driver an appropriate financial contribution towards petrol.
- If payments of match fees fall two weeks in arrears, unless paid immediately, this will render the player ineligible to play on the third occasion.
- Advise that annual subscriptions should be paid via Teamo to the Membership Secretary before the beginning of the season or by the 30<sup>th</sup> September at the latest; if subscriptions are not paid, players will not be eligible to play.
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*Wishing you an enjoyable and successful time with  
Winchester HC.*

*Andy Craig*

Chairman  
WHC

