



Welcome to join EBK!



The organization of our club and its activities

EBK ry was established in 1940, and we are the oldest still operating football and futsal club in Espoo. EBK plays a key role in arranging sports activities as one of the biggest sports clubs in the Central Espoo region. We participate in "Tähtiseura" program driven by the Finnish Olympic Committee and the Finnish Football Association in order to continuously develop our activities.

All of us volunteers and employees – such as director of operations, junior manager, academy coordinator, Board members, team leaders, treasurers, kit men, coaches – are here for you. A well-functioning sports association is our mutual interest!

Our club's activities are split to different age classes. Within the age classes there are usually several teams or groups. By splitting the activities to smaller groups we aim to ensure that every player can play on the level that feels just right. For instance, the most competitive teams or groups in age classes 12 to 15, so called **Academy Teams**, consist of the most motivated and goal-oriented players who can aim all the way to the national teams or professional career. If your motivation is not really in the tough competition but rather in more relaxed hobby, we have a group for you, too: The **more relaxed groups** consist mainly of players who have also other hobbies, and who don't usually want to spend more than two or three nights per week with football.



Our way of working

All activities of the club and its teams are administered in **Jopox**. Members of a team use the system for instance to sign up for team events. Jopox is also the main platform for information exchange within the teams and the club. Your team leader will create your Jopox user id once you or your child have decided to join our club. Jopox is the only place where information about the club's members is stored - with one exception being the **Medical Sheet**. The Medical Sheet is attached in the end of this information letter. In order to participate in the team's activities, it is mandatory to fill in and return the Medical Sheet to your team leader. The person filling in the sheet is responsible for the facts reported on the sheet. The purpose of the Medical Sheet is solely to provide necessary information during the team's activities, especially in case of emergency. Please remember to return the Medical Sheet as soon as possible.

Once a player becomes a member of a club, he/she usually gets a license to play for the club. If the player moves from one club to another, he/she becomes a member of the new club and must get a transfer document from the previous club. The player or his/her parents must request the transfer document from the previous club. The transfer document must be issued if all the obligations (membership fees and other payments) towards the previous club have been taken care of.

A team usually practices on an outdoor pitch or indoor venue reserved by the club. The team and its members are responsible for cleanliness around the practice area. In other words, no litter should be left on the pitch or in the dressing rooms. If a player must be absent from training/games, the coach must be informed according to the rules of the team. The coach is in charge of games and practices. When a team has a practice, there should not be other players or other persons on the pitch at the same time without a permission from the coach. This is good to know, when parents encourage their children to practice on their own. Usually the pitches are reserved in the evenings.



All of us at EBK are committed to offering all our members a **pleasant and safe environment to play**. All junior teams create and agree upon their own Team rules and regulations, both for players and parents. At EBK, zero tolerance applies to any form of discrimination, harassment, or other inappropriate behavior. All persons working at EBK, whether volunteers or paid employees, as well as the Board members of the club are obliged to step in and take necessary actions when inappropriate behavior is noticed or reported. Therefore, in case you notice inappropriate behavior at the club, please report it either to your own team leader or the director of operations. Together we are strong!

Contact information of the club:

EBK ry

Kylävainiontie 20

02760 Espoo

Director of Operations Juha Saari, toiminnanjohtaja@ebk.fi



Costs occurred by the membership

Like other sports clubs, **EBK collects club fees** (membership fees and operational fees) for financing its activities. In addition to enabling the the statutory and routine administration, the fees enable the club to provide and coordinate the entire club environment including, among others, the venues, staffing and public relations. The membership fee at EBK is of equal amount to every member. The operational fee depends on the player's age class.

Annual club fees at EBK (membership fee + operational fee) for the year 2019 are the following:

Membership fee	70 eur
Operational fee, club's youngest age class	30 eur
Operational fee, juniors (C and younger)	170 eur
Operational fee, B/A-juniors and adults	100 eur
Operational fee, futsal only	80 eur

Kindly note that by paying the club fees you gain the right to participate in the club's activities during the **entire operational period of 1.11.-31.10**. Fees already paid will not be returned for any reason. Members joining the club in the middle of the operational period may be eligible for a discounted fee based on the Board decision. Please ask your team leader for more details.

An individual team is funded either directly by the parents or by other activities (voluntary work, garage-sale, etc.). Thus, **in addition to the club fees, the team collects a team fee**. The team fee falls due typically monthly or quarterly, based on the decision of the parents' meeting. The amount of the team fee is determined by the team itself, and it is based on the range of activities in the team (use of resources). By collecting this fee, the team can pay for its use of training venues, participation in tournaments and football leagues, use of referees in the matches, etc. The team fees vary by team from tens of euros to more than a hundred euros per month.

In addition to the club and team fees, **additional costs occur** from the player pass (requirement by the Finnish Football Association), shirts and trousers, football shoes, shin guards, football, water bottle, etc. Please ask your team leader for more details of the requirements in your team.



Some facts about associations in Finland

In Finland, football clubs like most other sports clubs are organized as registered associations. Therefore, they are legally regulated by the Finnish Association Act. Associations arrange activities for their members. Thus, your child is a member of a registered association. You can also become a member of a club by paying the membership fee. All the members of a club are eligible to participate in the **Annual Meetings** of the club. The Annual Meetings elect the members of the Board of directors and decide among other things on the club's budget and club fees (membership and operational fees).

A club would not exist without **enthusiastic parents**. Every parent can choose his/her degree of involvement, but every parent is needed. By taking part in different activities you get to know why, where and what is happening in the club. By participating you can also influence the matters.

The matters of the team are decided by the **team leadership group**. The team leadership group consists of the team leader, a kit man, a treasurer and possibly other people assigned for their posts. These people are usually elected among the parents in the parents' meeting. The team coach is either chosen by the club or elected from the parents.

In the **parents' meeting** the future events of the team are discussed and decided upon. At the same occasion, the rules and regulations of the team are set, and the financial issues of the team's budget will be planned and determined. Therefore, it is important that every parent is present at parents' meeting. During the year there is a lot of information about and around the team. It is desirable and recommended that the parents should attend as many games and practices as possible. This way it is easier for the parents to be informed about the team matters and to get to know each other.

Most of the information about the team comes nowadays via e-mail. Having a valid **e-mail address is mandatory**. If some message is for some reason unclear, please ask your team leader to explain the message to you. If necessary, simply ask a friend of yours or a member of the family to translate it for you.

WELCOME TO OUR CLUB!



Medical Sheet (for team's purposes only)

Player information

Name _____

Team _____

Contact person(s) in case of emergency _____

Contact person's phone number(s) _____

Is the player allergic to some medicine? (please circle your choice)

Yes / No / I do not want to tell

If yes, please explain? _____

Does the player have any such diseases or medical limitations that could influence his/her full participation in the team's activities? (please circle your choice)

Yes / No / I do not want to tell

If yes, please explain? _____

Can you think of any other such facts regarding the health and safety or the player that should be taken into account when the player participates in the team's activities? (please circle your choice)

Yes / No / I do not want to tell

If yes, please explain? _____

By handing this sheet over to the team leader I confirm that I have received "Welcome to join EBK!" letter and agree on the following principles:

The Medical Sheet is stored in the team's medical bag. The kit man of the team is responsible for guarding the medical bag. Several persons can act as the team's kit man. The team management collectively guards the medical bag in accordance with customary obligation for carefulness. The information contained on the sheet is not stored by the team or the club in any other place or in any other form. The purpose of the Medical Sheet is to increase the safety of the player especially in case of emergency during the team's activities. In case of emergency, third party people, such as rescue workers, may have access to the Medical Sheet information. When the player leaves the team, he/she is encouraged to ask for the sheet to be returned to him/her. Thus, all player's medical information being stored by the team is returned to the player. In case the player forgets to request the Medical Sheet back, the kit man of the team will destroy the sheet for good once the sheet has been found unnecessary.

DATE: _____

SIGNATURE AND NAME IN BLOCK LETTERS: _____