**ESSEX BLADES CAPTAIN’S AGREEMENT**

By completing and submitting this captain’s agreement, you are agreeing to carry out the duties expected of you as a captain of your team.

The purpose of this agreement is to establish and maintain a standard for captains of Essex Blades teams which ultimately results in them fulfilling the role of the captain effectively.

**The captain shall:**

* Attend all captain’s training and if they can’t, to arrange for another member of the team to attend in their absence.
* Always treat members of their team with respect.
* Not allow an individual’s gender, race, age, sexuality, origin, religion, cultural background or political affiliation to have an impact on a member’s opportunity to engage in sporting activity.
* Lead by example during training and at matches.
* Make sure all players in their teams are signed up to BUCS Play before they play a match for their team.
* Submit weekly training registers to [blades@essex.ac.uk](mailto:blades@essex.ac.uk).
* Make sure they have a full team for each fixture – please see consequences for conceding walkovers [here](https://www.bucs.org.uk/rules-and-regulations/general-regulations/reg-13-results-and-forfeitures-walkovers.html), especially reg. 13.7.5.1, 13.7.5.2, 13.7.5.3 and 13.7.5.4.
* Alert the Essex Blades Office if there are any problems in fielding a team a minimum of 48 hours before the start of a fixture.
* Ensure all officials have been booked in advance of a match (where applicable) and get written confirmation of this.
* Complete the written team sheet prior to a match.
* Upload the team sheet to BUCS Play before a match.
* Enter the score for their fixture on BUCS play after the match – on the day of the match.
* Hand the completed team sheet and score sheet (where applicable) in to SU Reception by 11:30 the following working day after a match.
* Understand the process for ‘playing under protest’ – please see [BUCS regulation 12](https://www.bucs.org.uk/rules-and-regulations/general-regulations/reg-12-playing-under-protest.html).
* Arrange payment of officials (where applicable).
* Make sure all rules and regulations are adhered to – you should familiarise yourself with your sport’s specific regs available, which can be found [here](https://www.bucs.org.uk/rules-and-regulations/sport.html).
* Liaise with Essex Blades re. travel arrangements.
* Reply to all emails/answering machine messages sent/left by the SU Activities team within 24 hours.
* Be contactable by the Student Activities by phone.

**Failure to carry out any given aspect of the role of the captain, outlined above, may result in you being removed from this position on your team.**

**We will follow a ‘Two Strikes’ rule, whereby if at any point throughout the year you fail to fulfil the responsibilities of being a captain on 2 occasions, you may be removed from your role.**

**Useful contacts**

Student Activities Manager (Sport) – Dominic King – [dsking@essex.ac.uk](mailto:dsking@essex.ac.uk)

Sports Coordinator – Hannah Mortier – bucs@essex.ac.uk

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, captain of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the 2023/2024 academic year agree to the Essex Blades captain agreement.

**Signed:**

**Full Name:**

**Role:** *(Essex SU Staff Members only)*

**Signature:**

**Date:**

**Full Name:**

**Captain:**

**Signature:**

**Date:**