

SCOTTISH FA



CLUB ACADEMY SCOTLAND

***SCOTTISH FA PROTOCOL
FOR THE RECRUITMENT, MANAGEMENT
AND MONITORING OF FOOTBALL SCOUTS***



INTRODUCTION

The role of a Football Scout is to identify people, through observation in match and/or training environments, who a club or Association may wish to register, select for a national team or enter into a performance programme. This protocol applies to those Scouts who are engaged in identifying children or young people in Professional and Non Professional Football, defined as being a person under the age of 18 years.



CHILDREN'S WELLBEING IN SCOTTISH FOOTBALL

SCOTTISH FOOTBALL'S VISION IS THAT:

Children flourish because we put their safety, wellbeing, rights and enjoyment at the heart of every level of Scottish football

OUR MISSION IS THAT:

To make football a safe and fun environment where children's rights are championed by everyone

In practice this means that all involved in football, including Scouts, have a duty of care towards children and young people to ensure they are safe and protected from harm, or the risk of harm.

Given their role in talent identification a Scout has, and can be seen to have, a position of substantial power and influence within football. Those in a scouting role must recognise the power and influence they can have and take personal responsibility for ensuring that this position is not misused or perceived as being misused.

SCOUTING PRINCIPLES

The role of a Scout within Scottish football in relation to children and young people is set out in the role description 'Football Scout — Children and Young People' — APPENDIX 1.



In carrying out their role, Scouts must adhere to the following principles:

- Scouts must not have direct and unsupervised contact with children or young people.
- Scouts must not approach parents, carers or others known to the child or young person personally, in connection with their child's involvement in football without firstly doing the following.
- Visiting Scouts must seek the express permission of the Head of Recruitment or equivalent club/association official who has responsibility for player recruitment within the scout's club or association.

Where permission is granted, this contact must be made in a professional manner and in accordance with the club/association's standard operating procedure and its child wellbeing & protection policy. A scout should have no reason to visit the child, young person and/or their parent or carer at home.

- Should a Scout be contacted by a child, young person, parent/carer, or someone purporting to act on their behalf, then the Scout must notify the club/association immediately and must not engage in dialogue with the individual/s until permission has been given by the club/association and any club the child or young person is currently registered with.

- Scouts must adhere to the Scouting Protocols in relation to the identification and recruitment of children and young people who are playing for a team, whether at a professional or non-professional club.
- Scouts must not enter into negotiations or make promises or offers of inducement to a child or young person, their parent/carer, family member, friend or anyone purporting to act on their behalf.
- Scouts must adhere to Scottish Football's Code of Conduct: Football Scout — Children & Young People at all times — APPENDIX 2.
- Scouts must familiarise themselves and adhere to the club/associations child wellbeing & protection policy and the national protocol for the recruitment, management and monitoring of Football Scouts at all times.
- Scouts, who hold different roles across Scottish Football, must ensure that they do not use those other roles to influence or manipulate any child, parent/carer or others known personally to the child.
- From 1 April 2025 all Scouts must be members of the Protection of Vulnerable Groups (PVG) scheme.





EXPECTATIONS OF CLUBS/ASSOCIATIONS

In recruiting, managing and monitoring its Scouts, clubs and associations are expected to adhere to the following:

- Clubs/associations must recruit all Scouts following a full and transparent recruitment process before they are appointed to the role of Scout. This should include:
 - Issuing the prospective Scout with the Scout role description.
 - A recruitment conversation or interview.
 - A minimum of two references being sought, including from previous football employment or volunteering where applicable.
 - Membership of the PVG scheme.
- Clubs/associations must have an induction process for all new Scouts that includes:
 - Signature of the club/association's Child Wellbeing and Protection in Scottish Football policies, procedures and practices.
 - Signature of the Code of Conduct for Scouts.
 - Completion of the Children's Wellbeing and Mental Health in Scottish Football (e-learning) courses, including adding these topics to the clubs in-service training programme.
 - Awareness of the/associations operating procedures.
 - Successful completion of the Scottish FA Talent ID Award (L1) as a minimum requirement, or demonstrate working towards completing, as outlined in the CAS criteria.
 - An agreed percentage of scouts have successfully completed the Talent ID Licence (L2), as outlined in the CAS criteria.
- Clubs/associations must have a defined process for managing the performance of its Scouts, for example, through regular appraisal of their performance.
- The Club/association complaints and disciplinary processes must extend to its Scouts and be clear to those who may need to access the processes.
- Clubs/associations must issue an ID card to all Scouts, which contains their name, photograph and role as a Scout for the club. The ID card should only be valid for one season and must be renewed on an annual basis. The card should also include information as to how the identity can be verified, club contact name and number on the ID card, on the club's website or other published document that includes the scouts name and photograph.
- Clubs/associations may issue clothing to the Scout that identifies them as a staff member at the club/association.
- Clubs/associations must take steps to ensure that the identities of their Scouts are published, for example on a website, to ensure that identities can be verified at all times.
- If a Scout also holds duties at the club/association that are beyond the scope of this protocol then they must be identified as holding a secondary role, for example Coach or Player Liaison Officer, and alternative identification must be provided for use when carrying out the duties in connection with that secondary role.
- Clubs/associations must have clear operating procedures for when a child or young person is identified as being of interest to that club/association following the Scouting assessment.
- All Scouts must be members of the PVG Scheme.

APPENDIX 1 EXAMPLE ONLY

ROLE DESCRIPTION: FOOTBALL SCOUT — CHILDREN & YOUNG PEOPLE

Overall Purpose of the Role:
To identify children and young people that have the potential to play football for a professional club or national team or be involved in a performance programme.
Main Duties and Responsibilities:
<ul style="list-style-type: none"> To observe children and young people playing football in a match and/or training environment with the purpose of assessing their future potential in line with the club or association's standard operating procedures. To communicate within the club/association in relation to children and young people that have been observed in line with the club or association's standard operating procedures. To uphold the principles set out in the National Protocol for the Recruitment, Management and Monitoring of Football Scouts.
Person Specification:
<p>Knowledge:</p> <ul style="list-style-type: none"> A detailed knowledge and understanding of talent identification. A detailed knowledge of relevant football rules in relation to the recruitment and identification of children and young people to play within Scottish football. Knowledge and understanding of the national context of children's wellbeing and protection in Scotland. Knowledge and understand of children's rights and participation. Experience of submitting player reports.
<p>Skills & Competencies:</p> <ul style="list-style-type: none"> Ability to identify children and young people with the skills and competencies required for potential football players, including an ability to assess players' capabilities and development needs. Excellent communication and interpersonal skills, including ability to network and build positive relationships with; clubs, other scouts, trusted sources and leads. Excellent organisation and planning skills. Ability to maintain records in an ordered and confidential manner, including those stored and submitted electronically. The ability to understand and be sensitive to the needs of children & young people, parents/carers and the club a young person is already registered with. Trustworthy and acts with professionalism and integrity at all times recognising that they are an ambassador for the club/association. The ability to build effective relationships with others. The ability to produce player and opposition analysis reports in accordance with the club/associations operating procedures and timelines. A team player who supports the work of colleagues across the Talent ID department and/or Recruitment Department. A commitment to self-development and maintaining a current awareness in the field of Talent Identification and/or Recruitment of young players. Experience using a PC / laptop and familiar with outlook and excel.

Additional Related Requirements:	
Essential	Desirable
Children's Wellbeing in Scottish Football certificate	Demonstrate working towards completing the Scottish FA Talent ID Award (L1), as outlined in the CAS criteria.
Mental Health in Scottish Football Certificate	An agreed percentage of scouts are working towards completing the Talent ID Licence (L2), as outlined in the CAS criteria.
Scottish FA Talent ID Award Level 1, as outlined with CAS criteria	
<p>Values: In line with Scottish Football's wellbeing and protection values the role holder must be:</p> <p>Approachable: We are visible, accessible, open and caring. We build respectful and supportive relationships, listening to children's voices and championing their views in everything that we do.</p> <p>Accountable: We accept responsibility and take ownership of the wellbeing and protection of children in our game. Our collective leadership calls upon integrity, consistency and confidence in our everyday behaviours.</p> <p>Inclusive: Football is for everyone, irrespective of background. We celebrate what makes us unique and embrace our differences. We create a culture where rights are respected and everyone is treated fairly, with dignity and respect.</p> <p>Empowering: We are forward facing and strive to be the best for children and young people. We are brave, challenging ourselves and others to continually strive for the best outcomes for children and young people. We encourage and support children and young people to express their views.</p>	



APPENDIX 2 EXAMPLE ONLY

CODE OF CONDUCT: FOOTBALL SCOUT — CHILDREN & YOUNG PEOPLE

Creating an environment where children and young people are respected, their rights are promoted and they are supported to have fun, learn and develop in a safe environment is essential to inspire them to love the game.

To achieve this goal the [CLUB/ASSOCIATION] expects its members of staff and volunteers to embody the Wellbeing and Protection Values — Inclusive, Empowering, Approachable and Accountable — to create a positive football environment and by displaying exemplary behaviour and implementing practices that make football a safe, fun and positive experience for all children and young people involved.

I recognise that my role as a football scout for children and young people has, and can be seen as having, a significant amount of power and influence in relation to children and young people and where they play football.

Therefore on and off the pitch, I will:

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| <ul style="list-style-type: none"> Uphold the scouting principles within the national Protocol for the Recruitment, Management and Monitoring of Football Scouts. Always treat everyone equally with respect, dignity, honesty, sensitivity and fairness. Appreciate the importance of everyone involved in the game. Promote the best interest of the young person and put their wellbeing before winning or achieving performance goals. Promote and protect the rights of all children and young people. Respect and adhere to the policies and procedures in place at the visiting club to safeguard and protect children and young people. | <ul style="list-style-type: none"> Adhere to best practice in Scottish football and within the scouting principles in respect to social media. Adhere to best practice in Scottish football in respect of the Safe Use of Images of children and young people. Always listen to and act upon any concerns raised by or about a child or young person or the behaviour of an adult towards them. <p>Be a positive role model by:</p> <ul style="list-style-type: none"> Leading with enthusiasm and encouragement. Never engaging in, or tolerating offensive, insulting or abusive behaviour whether in person or online. Challenge and, where appropriate, report behaviour that does not meet the standards expected. |
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Sign-up

I confirm that I have read and agree to abide by the [CLUB/ASSOCIATION] Child Wellbeing and Protection in Scottish football policies, procedures and practices.

I agree to demonstrate Scottish Football's Wellbeing and Protection Values.

I understand that a breach of the [CLUB/ASSOCIATION]'s Child Wellbeing and Protection in Scottish football policies, procedures and practices and/or the National Protocol for the Recruitment, Management and Monitoring of Football Scouts will be taken seriously and responded to in line with the [CLUB/ASSOCIATION]'s Disciplinary Procedures, which may result in suspension and/or further disciplinary action.

Name:	
Date:	
Witnessed by:	



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