



Student Handbook

2024/2025

Foreword

Welcome to Kitchee Academy!

This Student Handbook is designed to provide you with an overview of the Academy, and to introduce to you some important policies and regulations which you may need to refer to during your period of training at the Academy. This Handbook is applicable to all U7-U18 students. Each student is expected to read this Handbook carefully, and to take note of the policies and regulations and comply with them.

We hope your experience at the Academy is enjoyable and rewarding and we wish you every success in your sporting career.

Kitchee Academy

August 2024

Content

1. Kitchee Academy

- 1.1. Introduction
- 1.2. Values and Commitments
- 1.3. The “Kitchee” Pathway

2. Registration and Enrolment

- 2.1. Application Procedures and Selection
- 2.2. Deposit (Applicable to U7-U10 Students Only)

3. Attendance and Participation

- 3.1. Attendance
- 3.2. Holidays
- 3.3. Leave of Absence

4. Performance and Deselection Policies

- 4.1. Performance
- 4.2. Deselection

5. Code of Conduct

- 5.1. General Code of Conduct for Students
- 5.2. Policies on Harassment, Bullying and Discrimination
- 5.3. The Use of Jockey Club Kitchee Centre
- 5.4. Third-party Football Activities

6. Safety Precautions and Insurance Coverage

- 6.1. Safety Precautions
- 6.2. Adverse Weather Conditions Arrangement
- 6.3. Accident Insurance

7. Parents and Guardians

- 7.1. Notes to Parents and Guardians

1. **Kitchee Academy**

1.1. Introduction

The Kitchee Academy (the Academy) is a football training academy for potential elite football players aged from 6 to 18 in Hong Kong. The aim and objective are to develop students with exceptional abilities for professional leagues and the future Hong Kong Representative Teams.

The Academy provides a platform for many to develop their interests in football while maintaining their academic studies. To accelerate the improvements of students, the Academy does not aim to win every trophy in youth competitions. Instead, the Academy focus on the acceleration of progress of individual Academy students so that they will be better-equipped if and when they become professional players later.

All programs in the Academy are tuition-free for participants subject to satisfactory attendance rate as prescribed in Section 3.1.

1.2. Values and Commitments

The Academy is committed to training and nurturing future national team players for Hong Kong and to expand our collaboration with top clubs and experts in Europe and “export” players to play overseas. In addition to developing students’ skills and techniques, the Academy also focuses on students’ holistic development.


1.3. The “Kitchee” Pathway

Throughout the whole talent development process, the Academy trains the students in 3 phases at the Jockey Club Kitchee Centre.

<u>Phase</u>	<u>Age Group</u>	<u>Training Time</u>
Fundamental Phase	U7 – U10	75 minutes; 2 trainings + 1 Match
Developmental Phase	U11 – U16	90 minutes; 4 trainings + 1 Match
Performance Phase	U16 – U18	90 minutes; 4 trainings + 1 Match

Furthermore, talented youngsters from U14-U18 will be selected to join the Kitchee Aspire Programme, where coaches will prepare tailor-made plans to prepare their physicality and technicality for professional football. Registered dietitians will design

a suitable diet for students to help them enhance performance via developing food discipline.

 Kitchee Academy			
	Fundamental Phase	Developmental Phase	Performance Phase
Style of play	Basic 3-2-1 with attacking fullbacks	Introduction: Basic 4-3-3	4-3-3 with high possession
Game Phases	Basic game phases	All game phases	Same as the First Team
Principles	Stimulating principles <i>Stimulating principles in attacking, defending and transition. No restrictions in these age-groups</i>	Basic principles <i>Basic principles to play 11v11. The most important principles to be capable to play 11v11</i>	Same principles as the First Team
System of Play	7 v 7: 3-2-1	Introduction - 11 v 11: 4-3-3	11 v 11: 4-3-3
Game Situations	No game situations	Game situations related to the principles	Same game situations as the First Team
Set Plays	No set pieces	Introduction - Set pieces	Specific Set pieces
Profiles	Rotate to play in all positions	Specific Profile	Specific Profile

2. Registration and Enrolment

2.1. Application Procedures and Selection

Applicants joining the Academy for the first time are required to complete the necessary application procedures via the Kitchee website. The applicants will then be invited to attend a trial. Upon the completion of the trial, shortlisted applicants will be notified by email regarding their application results within one month after the trial.

Shortlisted candidates of U11-U18 will then be invited to join the pre-season training with current students, where the coaches will further evaluate the candidates' technical abilities and their capabilities to cooperate reasonably with existing students. Successful candidates who have been chosen to join the teams will complete the registration procedures and officially start training.

2.2. Deposit (Applicable to U7-U10 Students Only)

Each successful applicant is required to pay a monthly deposit of HK\$2,000 during the enrolment process. Students may settle the deposit fee by submitting a cheque in-person to the Jockey Club Kitchee Centre by the prescribed deadline. The student's name, class of the student, and contact telephone number should be written on the back of the cheque and the cheque should be crossed out and made payable to "Kitchee (Sports Management) Limited".

The HK\$2,000 deposit will be rolled over every month until the end of the season for students with over 75% attendance. Should the student maintain an attendance rate of

over 75% throughout the entire season, the deposit will be refunded to the student at the end of the season.

For students with an attendance rate below 75% for any particular month during the season, the deposit will be forfeited at the end of the month, and the student will be required to pay another deposit for the subsequent month.

3. Attendance and Participation

3.1. Attendance

To ensure resources are being well-used, students are expected to participate in every regular training and inter-class match.

Students are required to bring his/ her student card (distributed by the Academy) to each training session and inter-class competition and to check-in at the Centre. Students must keep the card properly during their stay in the Academy.

Failure to meet minimum attendance for the third time in one season may result in a review of students' suitability to continue their training at the Academy and is a ground for the Academy's discontinuing the students' further training.

3.2. Holidays

Trainings or matches may occasionally take place during the holidays. Students are advised to check their schedules carefully.

3.3. Leave of Absence

The Academy expects students to attend trainings, matches, and club activities on time. In cases that students are unable to attend, students are required to submit a leave application form via the Club Website.

For sick leave applications, students should submit the completed application form to the Secretariat Office within two days after the day of absence. A medical proof must be attached to the application for review. For casual leave, students should submit the completed application form with supporting documents (i.e., travel itinerary, school notices, etc.) one week in advance. Applications that fail to observe the time limit may not be accepted.

Unjustified absences, including but not limited to extra-curricular activities, family or friend gatherings, would not be permitted in general.

4. **Performance and Deselection Policies**

4.1. Performance

Students are expected to maintain a high performance level during their trainings and matches throughout the season. They should show improvement in their matches under the guidance of coaches.

For U6-U10 students, coaches will rate students' performance accordingly. The Technical Director and other coaches will review every student's performance regularly to evaluate the student's progression and improvement in respective areas.

Performance reviews for individual students will be held periodically as indicated below.

<u>Performance Review</u>	
Fundamental Phase	Every 6 months
Developmental Phase	Every quarter, an Individual development plan will be discussed at the beginning of the season (<i>For PYL only</i>).
Performance Phase	Every quarter, an Individual development plan will be discussed at the beginning of the season.

These performance reviews are conducted by students' coaches and other relevant Academy officials. During the performance reviews, the respective coaches will evaluate the student's performance against the targets set at previous reviewing sessions. Students will be provided with details of each review session while the coaches will identify the need for individual coaching and set goals and new performance indicators.

For those who are competing in the Premier Youth League, students will meet with their coaches individually to set up an individual development plan, which entails specific goals and performance indicators. Coaches will monitor on the students' progression towards those goals every 3 months and will have a final review at the end of the season. They are also required to attend technical analysis meetings before and after matches.

4.2. Deselection

Students are required to demonstrate and maintain a satisfactory progress in order to continue their trainings at the Academy. The coach may meet with students who consistently display unsatisfactory performance, offer constructive feedback, and implement improvement plans when necessary.

A student may be deselected from the class if the student:

- Fails to show improvement in the areas prescribed by the coach,
- Fails to abide by the rules and regulations of the Academy and/or the Jockey Club Kitchee Centre, or
- Fails to attend training sessions regularly as prescribed in Section 3.1.

The Academy reserves the right to terminate a student's training for failure to maintain satisfactory progress as determined by coaches, or the Technical Director.

5. **Code of Conduct**

5.1. General Code of Conduct for Students

The Academy has a proud history of being an outstanding talent development academy in Hong Kong. Thus, the Academy has high expectations of performance and excellent behaviours from students. It is expected that all Academy students understand and follow the Academy's Code of Conduct. The Academy expects students to set and maintain high standards of ethics and performance manner, both on and off the field of play. Students are required the following:

- 5.1.1. To be punctual for trainings, pre- and post-match analysis sessions (U14 or above), matches, and other Club Activities;
- 5.1.2. To wear their uniforms with pride and dignity. When wearing uniforms outside the Centre's premises, sandals and flip-flops are not allowed. Shin-guards are required during trainings and matches;
- 5.1.3. To play to the best of their ability whenever they are called upon to play;
- 5.1.4. To play fairly in the spirit of the game, showing respect and fair play to opponents, and graciousness in both victory and defeat, and;

- 5.1.5. To abide by all the rules and regulations of the Academy and the Jockey Club Kitchee Centre set forth in this Student Handbook, as instructed by coaches, or otherwise given by Academy officials.

Any violation of the above may be a ground for suspension of trainings and expulsion from the Academy. The Academy reserves the right to initiate disciplinary investigations and to carry out disciplinary actions against the students for failure to comply with the rules and regulations.

5.2. Policies on Harassment, Bullying and Discrimination

The Academy is committed to developing, promoting and maintaining a policy of equality of opportunity which creates an environment in which staff, students or any other persons who have dealings with the Academy are treated equitably irrespective of their sex, disability or race. Students have the duty and responsibility towards creating a fair, harmonious and favorable environment where the dignity of each and everyone must be respected and equality of treatment upheld.

Harassment or bullying of or discrimination against staff or students by any member of the Academy community is unacceptable and contrary to the policies of the Academy, as well as Article 4 “Non-discrimination, Equality and Neutrality” of the FIFA Statutes.

It is unlawful for a staff or student of the Academy to discriminate against, harass, vilify or victimize another staff or student or any other person who has dealings with the Academy, on the grounds of sex, disability, race, color, marital status, pregnancy or family status of that person. No single incident of these unlawful acts will be tolerated.

The grounds under which discrimination is unlawful and on which discrimination in this policy is based are stated in the various anti-discrimination ordinances of Hong Kong (the Sex Discrimination Ordinance, the Disability Discrimination Ordinance, the Family Status Discrimination Ordinance, and the Race Discrimination Ordinance).

When encountering incidents of harassment, bullying, or discrimination, or being treated with such by any member of the Academy community, students are encouraged to seek help from their coaches or other Academy officials as needed. Reports and complaints of harassment, bullying and discrimination will be treated seriously by the Academy and will be investigated promptly thoroughly and confidentially.

5.3. The Use of Jockey Club Kitchee Centre

The Jockey Club Kitchee Centre is one of the best football training facilities in Hong Kong. The Academy asks all students, parents and guardians, and users to consider the Centre as their own, keep it clean, and use it with care. Students are expected to clean up after themselves and their teammates at the end of training.

5.4. Third-party Football Activities

Sufficient training and regular matches will be arranged based on the Club's philosophy to ensure the proper development of students. The Academy, in general, does not encourage Academy students to participate in unauthorized (by the Academy) competitions or football activities without prior written consent from the Academy, unless such activities are official competitions for school teams organized by the school the student attends.

Please also note the following rules in such matters:

(1) For those who are selected to represent Kitchee or any of its affiliated teams, the students shall be obligated to accept the appointment and to participate in all the activities for their assigned team. The student shall advise Kitchee's Technical Director if he/she does not want to participate in such activities.

(2) A player not selected to participate in a particular tournament, either local or regional/international, as a Kitchee selected team member, may choose to apply to Kitchee's Technical Director no less than 3 weeks in advance, for permission to participate in that tournament as a member of other teams.

(3) In general, students should not expect permission to join another team of an HKFA full member.

The Academy will not accept responsibility for accidents or injuries arising from students' participation in third-party football activities. Failure to comply with the above requirements may result in dismissal from the Academy.

6. Safety Precautions and Insurance Coverage

6.1. Safety Precautions

The Academy attaches great importance to students' personal well-being and safety, especially during trainings, matches, and other Club activities. The coaches and Academy officials in charge of these activities will take every measure to ensure safety in their conduct. Students also have the responsibility for their safety, which includes abiding by the Code of Conduct prescribed in Chapter 5 in exactness.

In the cases that students are unwell or unfit to participate in trainings, matches, or activities before the start of such activities, they should seek medical help and take sick leave as prescribed in Section 3.2. Should they be unwell or unfit during the activities, the students should inform their coaches or Academy officials of their conditions immediately and follow the instructions given.

Students must observe all Academy regulations regarding safety. They should wear the uniforms and gear as instructed by coaches, and not to operate equipment unless they have been given permission.

Students should report immediately to their coaches or Academy officials on duty any accidents arising from activities. The Academy will not accept responsibility for accidents arising from students' failure to observe these and other safety instructions.

6.2. Adverse Weather Conditions Arrangement

Football is an outdoor activity that always encounters different weather conditions, such as hot or rainy weather. However, students' health and safety have always been the Academy's top priority. The Academy will cancel trainings based on the weather and the condition of the training pitches.

A thunderstorm detector has been installed at the Jockey Club Kitchee Centre. All ongoing outdoor activities will be temporarily suspended when lightning strike is detected within the 8km radius of the Centre.

The Academy will use best endeavours to inform parents via emails or text messages at least two hours prior to the start of Academy activities. Parents and students are advised to check the Club Website regularly before leaving for training.

6.3. Accident Insurance

To protect students from the consequences of accidents during trainings, matches, or other Club activities, parents are obliged to purchase personal accident insurance for students before their first training at the Academy annually. For interested parents or students, the Academy also provides a Group Personal Accident Insurance Program for Academy students. While participation to this Accident Insurance Program is not compulsory, the Academy highly recommends that students who do not have any accident insurance participate in the Program. For further information regarding the Accident Insurance Program, please contact the Secretariat Office.

7. **Parents and Guardians**

7.1. Notes to Parents and Guardians

To set a good example and help to provide a positive environment in which students can learn and enjoy football, the Academy appreciates parents' and guardians' cooperation in regards to the following items,

- 7.1.1. Parents and guardians are expected to support the Academy's values and policies. Should parents and guardians have concerns related to any of the policies, the enquiries and concerns should be brought up to Academy officials directly;
- 7.1.2. Parents and guardians shall not interfere or overrule any instructions given by coaches;
- 7.1.3. Parents and guardians are expected to positively encourage the students throughout their football development process.
- 7.1.4. As positive encouragement is essential throughout the football development process, parents and guardians shall not express negative emotions to the students and their teammates;

The Academy does not aim to win every youth trophy but to provide a comprehensive platform to nurture talents for the future of Hong Kong football development. Parents and guardians shall always focus on the student's developmental process instead of individual game results.



Leave Application Form



Reference Letter Application Form



Q&A



Representing Other Club/Teams Request



學員手冊

2024/2025

前言

歡迎來到傑志足球學院！

此學員手冊旨在提供學院之基本概覽，並介紹學院之重要規定及守則。此等規定及守則適用於學員在學院之整段訓練時期。此手冊適用於所有 **U7-U18** 學員。學員須仔細閱讀此手冊、注意並遵守手冊中所列明之規定及守則。

我們希望每位學員在學院能渡過一段愉快的經歷，並祝願學員在其足球生涯中取得圓滿成功。

傑志足球學院

2024 年 8 月

目錄

8. 傑志足球學院

- 8.1. 緒言
- 8.2. 價值觀和承諾
- 8.3. 「傑志」之路

9. 登記及註冊

- 9.1. 報名程序及入選
- 9.2. 按金（僅適用於 U7-U10 學員）

10. 出席及參與

- 10.1. 出席
- 10.2. 假日
- 10.3. 請假

11. 表現及落選政策

- 11.1. 表現
- 11.2. 落選

12. 行為準則

- 12.1. 學員之基本行為準則
- 12.2. 關於騷擾、欺凌及歧視之政策
- 12.3. 使用賽馬會傑志中心
- 12.4. 第三方足球活動

13. 安全措施及保險

- 13.1. 安全措施
- 13.2. 惡劣天氣安排
- 13.3. 意外保險

14. 家長及監護人

- 14.1. 家長及監護人須知

1. 傑志足球學院

1.1. 緒言

傑志足球學院（學院）旨在是一所為香港 6 至 18 歲的潛在精英足球運動員而設的足球訓練學院，目的是為未來的職業足球員和香港代表隊成員作最好的準備。

學院為學員提供平台，可以在兼顧學業的同時發展他們對足球的興趣。為了提升及加快學生的進步，學院的目標不是在青年比賽中贏得所有獎杯。相反，學院專注於加速學員的足球水平為目標，冀幫助學員準備迎接職業足球生涯。

學院所提供之課程在符合第 3.1 節所列明之出席率前提下均為免費課程。

1.2. 價值觀和承諾

學院致力為香港培養未來的代表隊成員球員，透過與歐洲頂級球會和專家的合作，為香港球員提供海外效力機會。學院不僅訓練學員場上技能，亦以學員之全面發展為依歸。

1.3. 「傑志」之路

在整個培訓過程，學院會於賽馬會傑志中心進行三個階段培訓學生。

階段	年齡層	訓練時間
基礎階段	U7 – U10	75 分鐘；2 節訓練及 1 場比賽
發展階段	U11 – U16	90 分鐘；4 節訓練及 1 場比賽
表現階段	U16 – U18	90 分鐘；4 節訓練及 1 場比賽

另外，學院亦為具有天賦的 U14-U18 年輕球員特設「心懷傑志計劃」，教練會按著學員年齡設計課程，逐步提升他們的體格至職業足球員水平，再配合註冊營養師為學員設定餐單，以培養飲食紀律，提升表現。

傑志足球學院

	基礎階段	發展階段	表現階段
比賽風格	基本 3-2-1 進攻邊後衛	基本 4-3-3	高控球之 4-3-3
比賽階段	基本比賽階段	所有比賽階段	和一線隊要求相同
原則	模擬比賽中進攻、 防守及攻守轉換； 不加以限制。	11 人制基本原則； 準備 11 人制比賽。	和一線隊原則相同
比賽陣式	7 人制，3-2-1	11 人制，4-3-3	11 人制，4-3-3
比賽情況	無特定訓練	基本比賽情況	和一線隊比賽情況 相同
定點球	無特定訓練	定點球入門	針對性訓練定點球
場上位置	定期在所有位置輪換	針對位置	針對位置

2. 登記及註冊

2.1. 報名程序及入選

首次加入學院的申請人需要透過傑志網站完成基本的申請手續，並於稍後時間收到選拔邀請。完成選拔後一個月內，候選申請人會從電郵收到申請結果之通知。

U11-U18 之候選申請人將被邀請和現役學員進季前訓練，教練將進一步評估候選申請人之技術能力及與現役學員配合之能力。成功入選之申請人須完成註冊手續並正式開始訓練。

2.2. 按金（僅適用於 U7-U10 學員）

成功入選之申請人須於註冊時繳付港幣 2000 元之每月按金。學員可在限期前以親身提交支票方式於賽馬會傑志中心繳交按金。支票背面須寫明學生姓名、所屬班別及聯絡電話，並在支票上劃線並註明抬頭為 “Kitchee (Sports Management) Limited”。

此按金將在學員於該月出席率達至 75%或以上時累計至下個月份，直至賽季結束。如若學員於整個賽季每月均保持 75%的出席率，其按金將在賽季結束後退還。

至於賽季任何特定月份內出席率未達 75%之學員，該月之按金將被沒收，而學員須在下個月前重新繳交按金。

3. 出席及參與

3.1. 出席

為確保資源得以充分利用，學員須參與每場定期訓練及班際比賽。

學員必須攜帶學生證（由學院派發）參加每堂訓練課和班際比賽，並到中心報到。學員必須於在學期間妥善保管此證。

學員如在賽季中多達三次未能達到最低出席率，學院將有權重新考慮學員是否適合繼續受訓。

3.2. 假日

訓練或比賽有機會於假日舉行。學員須定期留意時間表。

3.3. 請假

學院期望學員準時出席所有訓練、比賽及球會活動。如果學員未能出席，學員須透過球會網站填寫請假申請表。

如須申請病假，學員須於病假後兩天內提交申請表至秘書處，並附上相關之病假證明書以作紀錄。至於申請事假，學員須在事假前一星期提交已完成之申請表及相關之證明文件（如旅行行程或學校通告）以作審批。未能及時提交之申請有可能不被接納。

學院原則上不接受無合理理由之缺席，包括及不限於課外活動、家庭或朋友聚會等。

4. 表現及落選政策

4.1. 表現

學員須於訓練和比賽中保持良好表現，並須在教練的指導下展示出進步。

對於 U6-U10 的學生，教練會相應地對學生的表現進行評分。技術總監和其他教練將定期檢視每個學生的表現，以評估學生在各自領域的進度。

學院會按照下表定期與學員進行表現檢討：

<u>表現檢討</u>	
基礎階段	每 6 個月一次
發展階段	每 3 個月一次
表現階段	每 3 個月一次

此等表現檢討將由學員之負責教練及其他相關之學院職員主持。進行表現檢討時，負責教練會評估學員在以前檢討中所定立目標之進度。學員將得到詳細指導，而教練亦會指出學員須改進之處及為學員制定目標和表現指標。

參加青年超級聯賽的學員均需出席與教練的個人面談，並製定個人發展計劃，其中包含具體的目標和績效指標。教練將每 3 個月監督學生實現這些目標的進展情況，並將在賽季結束時進行最終審查。

4.2. 落選

學員須展示及保持穩定進步以繼續其受訓資格。教練將按照學員表現提供建設性意見，及按需要訂立改進計劃。

如學員：

- 未能於教練所要求之技術層面獲得令人滿意之進步；或
- 持續未能達到第 3.1 節所列明之出席率要求。

學院將有權中止學員於學院受訓之權利。

5. 行為準則

5.1. 學員之基本行為準則

學院於培訓香港優秀新星方面一直享負盛名，因此，學院對學員的表現和品德均抱有期望，並期望學員理解及遵守學院之行為準則。學員須在場內及場外於道德和表現上展示並維持卓越水平。學員需要注意以下事項：

- 5.1.1. 學員須準時出席訓練、賽前及賽後分析（U14 或以上）、比賽和其他球會活動；
- 5.1.2. 學員須穿著整潔制服並引以為傲。學員於中心範圍外穿著制服時不得穿著涼鞋或拖鞋。學員於訓練或比賽時須使用護脛；
- 5.1.3. 學員於比賽時須全力以赴作賽；
- 5.1.4. 學員須本著體育精神之要求，以公平原則進行比賽，尊重對手，並在勝利和失敗中都表現出風度，以及；
- 5.1.5. 學員須遵守此學員手冊中所列明、由教練或學院職員所指示之一切學院或賽馬會傑志中心之規定及條例。

違反以上所列明之規定或可導致暫停訓練或從學院中被開除學籍。學院保留因學員未能遵守規定及條例而進行紀律調查及執行紀律處分之權利。

5.2. 關於騷擾、欺凌及歧視之政策

學院致力培養、促進及維護機會公平之原則，創造一個令教職員、學員或其他與學院有任何聯繫之人士不論性別、殘疾或種族均享有公平對待。學員有義務及責任創造一個公平、和諧及融洽的環境，冀使所有人均受應有之尊重，及公平的對待。

學院不容許任何成員騷擾、欺凌及歧視學院教職員或學員。此等行為抵觸學院之政策及國際足協會章第四條《反歧視、平等及中立》之原則。

教職員或學員如因其他職員或學員、或與學院有任何聯繫之人士之性別、殘障、種族、婚姻狀況、懷孕、或家庭狀況而歧視、騷擾、詆毀或迫害該等人士，即屬違法，學院亦絕不容忍此等事件。

本節所列之歧視情節及違法性乃根據香港既有之反歧見條例（性別歧視條例、殘疾歧視條例、家庭崗位歧視條例及種族歧視條例）而列明。

當收到騷擾、欺凌及歧視對待時，學員鼓勵學員根據需要需要向教練或其他學院職員求助。學院將慎重處理一切報告或投訴，以謹慎及保密之原則調查及處理。

5.3. 使用賽馬會傑志中心

賽馬會傑志中心乃香港頂級的足球訓練場地之一。學院要求所有學員、家長、監護人及其他使用者愛護中心，保持中心潔淨及妥善使用。

5.4. 第三方足球活動

學院已按照球會理念為學員安排充分之訓練及定期比賽，以確保學員的適當發展。因此，學院一般不鼓勵學員在未獲得學院事先書面同意的情況下，參加未經學院授權的比賽或足球活動（學員所就讀學校組織的官方校隊比賽除外）。

請注意以下相關規則：

(1) 對於被選中代表傑志或其任何附屬隊伍的學員，必須接受並參與所分配隊伍的所有活動。如學員不想參加這些活動，應向傑志技術總監提出。

(2) 如沒有被選中代表傑志參加特定比賽（無論是本地或區域/國際），學員可在比賽前不少於三週向傑志技術總監申請，代表其他隊伍參加該賽事的許可。

(3) 一般而言，學員不應預期能獲批加入中國香港足球總會其他屬會會員之隊伍。

學院對於學員參加第三方足球活動所造成的事故或傷患不承擔責任。不遵守上述要求者，可能會導致被學院開除。

6. 安全措施及保險

6.1. 安全措施

學院重視學員之個人安全及福祉，特別是學員於訓練、比賽或其他球會活動時之個人安全尤為重要，而負責教練及學院職員將竭盡所能以確保學員安全。同時，學員亦有責任保護自己的安全，包括嚴格遵守第 5 章所列明之行為準則。

如學員於訓練、比賽或其他球會活動開始前感到身體欠佳或狀態不適，學員應按照第 3 章 2 節所列的規定申請病假，並儘快尋求醫療協助。如學員於訓練、比賽或其他球會活動過程中感到不適，學員應即時向教練或學院職員匯報。

學員須遵守學院就安全所訂立之條例，並應按照教練指示穿著制服及保護裝備，未得指示前不可隨便移動球場設備。

學員如在參與活動時遭遇意外，須即時向教練或學院職員匯報。如學員因未能遵守上列或其他安全指示而遭遇意外，學院概不負責。

6.2. 惡劣天氣安排

足球是一項戶外活動，經常會遇到炎熱、下雨等不同天氣。然而，學院視學員的安全為首要考慮，學院會因應當前天氣及場地情況決定取消訓練。

賽馬會傑志中心安裝了雷暴探測器，當中心 8 公里範圍內發生雷擊時，中心職員將隨即暫停所有正在進行的戶外活動。

學院將盡最大努力在活動開始前兩個小時通過電子郵件或短信通知家長有關當日活動安排，建議家長和學生在出發前查看球會網站。

6.3. 意外保險

為保障學員於訓練、比賽或其他球會活動期間發生意外，家長應於每球季首次進行訓練前為學員購買人身意外保險。雖然學院亦為有意之學員提供意外保險計劃，但強調此保險並非強制性，但仍強烈建議沒有投保任何意外保險的學員購買。有關意外保險計劃的更多信息，請聯繫學院秘書處。

7. 家長及監護人

7.1. 家長及監護人須知

為了提供一個正面學習和享受足球的環境，學院促請家長及監護人遵守下列要點：

- 7.1.1. 家長及監護人應支持學院之價值觀及政策。如對學院政策有任何疑慮，請直接聯繫學院職員查詢；
- 7.1.2. 家長及監護人不應干涉或推翻教練所給予之指示；
- 7.1.3. 家長和監護人應在學員的整個足球發展過程中給予正面鼓勵。
- 7.1.4. 由於學員在整個足球發展過程中需要積極鼓勵，因此家長和監護人不應向學生及其隊友表達負面情緒；

傑志足球學院是提供一個平台，為香港足球未來發展培養更多職業最球員，以為香港足球發展而培育青少年為核心價值；因此，學院並不以贏取所有青年級比賽錦標為目標。家長及監護人應專注於學員之發展過程，而非個別比賽之結果。



請假申請表



推薦信申請表



Q&A



代表外隊申請