



League
Football
Education

lfe.org.uk

Erasmus+ Player Placement Programme

Information Booklet
Sweden



Erasmus+

Established by



Introduction

League Football Education (LFE) would like to extend a warm welcome to our Player Placement Programme. This programme has been made possible by Erasmus+ which has awarded funds for this development project.

League Football Education was established by The English Football League and The PFA in 2004 to deliver the Apprenticeship in Sporting Excellence (ASE) programme to all of the Football League Clubs in England and Wales.

As part of LFE's transition strategy, an application was submitted to secure external funding to deliver a player placement programme with selected football clubs in Sweden.

The application was accepted by the European Commission as part of the Erasmus+ programme which has a €14.7 billion budget to support the opportunity for over 4 million Europeans to study, train, gain work experience and volunteer abroad.

LFE will provide this experience to thirty selected individuals who have completed an apprenticeship at a football club under LFE's guidance and are no longer attached to a professional club.



Erasmus+ Overview

1 LFE Preparatory Visit

- LFE visits host clubs to advise and create partnership



2 Host Club and LFE Agreement

- An agreement is made between LFE and host clubs to ensure successful delivery



3 Player Applications

- Information is provided to player and parent/guardian about the programme
- Players are invited to apply for the programme



4 Eligibility and Suitability Checks

- LFE ensures that players meet Erasmus+ criteria
- References are provided by LFE Regional Officers



5 Host Club Player Selections

- The list of applicants is shared with host clubs
- Host clubs invite selected players to undertake a placement



9 Grant Agreement

- LFE creates a grant agreement providing individual support grant details
- LFE and player sign the agreement



8 Learning Agreement

- LFE creates a learning agreement to outline placement objectives
- LFE, player and host club sign the agreement



7 Accommodation & Travel Agreed

- Host club provides LFE and player with accommodation expectations
- LFE organises a travel plan for player's approval



6 Player Contact with Host Club

- LFE bridges contact between player and host club to introduce



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Erasmus+ Overview

10 Player Commitment

- Player reads and understands the player commitment and code of conduct
- Player prints off, signs and sends the player commitment page to LFE



11 Placement Commences

- Player undertakes a 3 month placement with host club
- LFE ensures necessary support is provided throughout the placement



12 LFE Placement Coordinator Introduction

- Toby Davis, based in Sweden, makes contact and offers one-to-one support throughout placement



13 Review 1

- LFE emails a request for player to complete online feedback questionnaire
- Player completes online feedback questionnaire



14 Review 2

- LFE emails a request for player to complete online feedback questionnaire
- Player completes online feedback questionnaire



18 Europass CV

- LFE issues Europass CV document to player
- Europass CV is emailed to player and is signed for own keeping



17 Erasmus+ Feedback Report

- Erasmus+ emails a request for player to complete online feedback report



16 Final Review

- LFE emails a request for player to complete online feedback questionnaire
- Player completes online feedback questionnaire



15 LFE Monitoring Visit

- LFE undertake a monitoring visit
- Informal face-to-face reviews are conducted with host club and player

Learning Agreement

The player placement programme is a commitment agreed to by all involved parties – LFE, Club & Player.

Programme Aims

- To place players into the training/development/employment environments which are producing professional players in Europe who are then migrating into England/Wales
- To expose English/Welsh players to the European opportunities in both football and other careers so these can be explored and more readily understood, accepted and pursued
- To embed Lifelong Learning Principles and transferable skills into the players themselves, working to counter retirement and identity issues

Player Aim

To experience a new country and develop life skills through a football opportunity.

The Player will receive a football, social and cultural programme for the duration of 3 months.

Player Objectives

- Improve learning performance
- Enhance employability and improve career prospects
- Increase sense of initiative and entrepreneurship
- Increase self-empowerment and self-esteem
- Improve foreign language competences
- Enhance intercultural awareness
- Increase active participation in society
- Develop awareness of the European project and the EU values
- Increase motivation for taking part in future education and training

The player placement programme will immerse the player into a football club in Sweden, playing between the 3rd - 5th tiers, allowing development as a footballer and at the same time enhancing personal development.

The Player will receive a football, social and cultural programme for the duration of 3 months.

The offer and opportunity to sign a contract and remain in Sweden beyond the programme will be considered by both Club and Player on completion.

Historically, other European employment and training opportunities away from football have been considered by previous participants.

Overview

Eligibility

LFE reserves the right to select all participants who will undertake a placement.

Applicants must be able to complete this 3 month placement within one-year of achieving their apprenticeship under LFE's guidance.

Successful applicants must be released from their football club before signing for a Swedish football club.

International Clearance

In order to play in competitive matches, international clearance will need to be sanctioned between both the English and Swedish FA. This process requires your previous club to confirm you are no longer under contract. It is recommended for Players to support this process to avoid any delay.

Football Development

Players will be hosted and placed with a 3rd to 5th tier football club.

The Player will train 3-4 times per week in the day and evening and be considered for match selection but this is an opportunity to and not a guarantee to play.

Given the level of Club, it is likely that training sessions may take place in the evening. In the case of other international players being signed at the Club, morning and day training sessions will be arranged.

The Club will review the football development of the Player and provide targets along with a plan of how these can be achieved.

Personal Development

The Player is in a unique situation with the opportunity to experience a new country and culture. The Club will provide the Player with a schedule along with ideas of how to best utilise free time (activities and excursions) to gain a better understanding of employment and training opportunities in Sweden.

Language Course

The Player is required to complete an online language assessment before and after the placement and will complete either an online language course or lessons throughout the placement. English is widely spoken in Sweden but to enable the Player to make the most of the opportunity it is vital that this activity is undertaken.

Coaching

The Club will seek opportunities for the Player to deliver sports sessions i.e. the Club's youth players or in the community.

Transport

LFE will agree dates of departure and arrival with both the Player and Club before booking a return flight ticket.

The Club will meet the Player at the airport and ensure transport to the accommodation.

If appropriate, transport will be provided to and from the accommodation to training and games.

Overview

Food

The Club will provide three meals per day and will be arranged as one of or a combination of the following:

- Cash food allowance (up to a maximum of €50 per week)
- Through the hotel
- At the club facilities
- At a local eatery

Accommodation

The Club will provide accommodation for the duration of the placement. The type of accommodation you will be placed in will be determined by your host club and will either be:

- Self-catered house or apartment
- Hotel
- Host family residence

Laundry facilities shall be provided at the accommodation or shall be arranged externally.

Any breakages or damages caused by the Player shall be the responsibility of the Player and not LFE.

Please note: It is requested for each Player to be provided with their own bedroom but this is not always possible.

Internet

Access to the internet will be provided by the Club allowing the Player to communicate with family, friends and LFE.

Subsistence Allowance

LFE will provide a weekly subsistence allowance which should be used to cover incidentals and explore the country. As a guide this will be the equivalent of approximately €100 per week and will be paid directly to the player.

Insurance

LFE will provide travel insurance that will ensure the Player has personal cover whilst on placement. Football insurance will be covered via the Swedish Football Association.

European Health Insurance Card

To be entitled to free medical treatment when visiting a European Country an EHI Card is required. The EHI Card will cover any necessary medical treatment due to either an accident or illness. To apply for an EHI Card please go to www.gov.uk. LFE will not be held responsible for any medical costs incurred due to a Player not holding an EHI Card.

Passport

The Player needs to ensure possession of a full passport which is valid for the full duration of the placement.

Luggage

It is the Player's responsibility to check the airlines baggage allowance and dimensions, it is usually 23kg for hold luggage and 12kg or 10kg for hand luggage respectively. Any charges for excess weight/baggage will be covered by the Player.

Quick Facts About Sweden



Population

Sweden has a total population of 10.3 million and is the fifth largest country in Europe.

Geography

The capital of Sweden, Stockholm, is also the country's largest city. Other large cities are Gothenburg, Malmö, Uppsala and Lund.

Less than 3% of Sweden's land area is built up and forests cover 69% of the country. Sweden can be divided into three major regions: Götaland in the south, Svealand in the middle and Norrland in the north.

Language

Swedish is the official language of Sweden. The vast majority of Swedes also speak English, and generally to a very high level.

Lifestyle

Swedes study and work hard but they also take their rest and relaxation seriously.

So the fika – a coffee break that normally consists of coffee or tea, cookies, cake or sweet buns – is a social institution and an important part of the national culture.

Quick Facts About Sweden

Sport

Sport is considered a national pastime in Sweden with the most popular sports being football, ice hockey, handball and bandy.

Despite being a relatively small country population-wise, there are over 240,000 licensed football players (approximately 56,000 women and 184,000 men) with another 240,000 youth players.

The current national league system administered by the Swedish Football Association is organised as 1-1-2-6-12, where Allsvenskan is the highest tier and Superettan the second highest, followed by two third tier (Division 1), six fourth tier (Division 2) and twelve fifth tier leagues (Division 3).

Of all team sports, ice hockey is probably the one most closely associated with Sweden. It's not surprising when there are thousands of lakes all over the country, and winters are long and very cold. You will find an ice hockey center in almost every town in Sweden. Swedes just call it hockey as there is no field hockey in Sweden. Both Sweden's women's and men's national team is a force to be reckoned with on the ice.



Quick Facts About Sweden



Culture

From Abba to Ingmar Bergman to Avicii, Sweden is a major exporter of culture, and the world's biggest exporter of pop music.

There are countless opportunities to get involved in Sweden's cultural life through concerts, plays, gigs and exhibitions.

Weather

The summer months June, July and August have the best weather with good average temperatures of 17 to 20 (°C) in the north of Sweden.

Winters are usually long, very cold, and bring heavy snowfall in the north. Sub-zero temperatures last throughout December, January, February and into early March. The coldest month is usually February with temperatures ranging from -20 to -30 (°C) in the north of Sweden.

Useful Words and Phrases

General

Hello

Hej
(Hay)

How are you?

Är det bra?
(Air duh bra?)

Fine, thank you

Tack, jag mår bra
(Tack, yag moor brah)

What is your name?

Vad heter du?
(Vaad hay-tehr doo?)

My name is _____.

Jag heter _____.
(Yag hay-tehr)

Nice to meet you

Trevligt att träffa dig
(Trayv-leet at treh-fa day)

Thank you

Tack
(Tach)

You're welcome

Var så god
(Var saw good)

Yes

Ja
(Yah)

No

Nej
(Nay)

Maybe

Kanske
(Kan-sheh)

Excuse me

(getting attention)
Ursäkta
(Ooshehk-ta)

Goodbye

Hej då
(Hay dor)

I can't speak 'Swedish' [well]

Jag kan inte tala 'svenska'
[så bra]
(Yaag can eenteh taahla
'svenskah' [sooh brah])

Does anyone here speak English?

Talar någon engelska här?
(Tah lar noa gohn ehng
ehl ska hair)

Help!

Hjälp!
(Yelp)

Good morning

God morgon
(Good morron)

Good day

God dag
(Good daag)

Good night (to sleep)

God natt
(Good natt)

Today

Idag
(Ee dag)

Tomorrow

Imorgon
(Ee moor goon)

Where is the toilet?

Var ligger toaletten?
(Vahr liggeh twa-lett-en)

Useful Words and Phrases

Football

Win

Vinst

Draw

Lika

Loss

Förlust

Goalkeeper

Målvakt

Defender

Back

Midfielder

Mittfältare

Forward

Anfallare

Teammate

Medspelare

Coach

Tränare

Referee

Domare

The Ball

Bollen

Kick-off

Avspark

Throw in

Inkast

Corner kick

Hörna

Pass

Pass

Shot

Skott

Goal

Mål!

Save

Räddning

Cross

Inlägg

Header

Nick

Tackle

Tackling

Offside

Offside

Numbers

1

En/Ett

(En/Ett)

2

Två

(Tfoa)

3

Tre

(Treh)

4

Fyra

(Feera)

5

Fem

(Fahm)

6

Sex

(Sax)

7

Fju

(Fhoo)

8

Åtta

(Otta)

9

Nio

(Neeo)

10

Tio

(Teoo)

Learn a few words!

You never know
when they may
come in useful.

Player Commitment

As part of the programme, LFE will ask you to sign and return a Player Commitment and Code of Conduct form. The content is detailed below and on page 14.

I commit to this agreement, will complete the 3 month Erasmus+ placement in Sweden and during this time will undertake the football, social and cultural development programme provided to me.

I will represent LFE, the Swedish Club and myself in a professional manner, abide by the Code of Conduct and shall behave appropriately at all times.

I understand that I cannot return before the agreed end date of the programme and commit to remaining in Sweden for the full duration of the placement.

I understand that LFE will fund my transport to and from the host country, accommodation, food, subsistence allowance and that any other purchases I make are my own responsibility.

The placement is funded by LFE on the condition that you complete the full 3 months and meet the other terms outlined in this commitment form. Failure to do so could result in all of the expended costs having to be repaid. Reduction in the time spent in Sweden will result in the recalculation of the funding and possibly in a partial repayment.

Please note: If your behaviour is considered likely to cause offence, danger, damage or distress to others, we reserve the right at all times to cancel or terminate the placement completely. If for example an aircraft pilot, coach driver, accommodation owner or manager, or mentor considers that the behaviour is unacceptable they are authorised to terminate the placement wherever and whenever necessary.

Please be aware that if it is necessary to terminate a booking it will be the responsibility of the individual to cover any financial penalties.



Player Code of Conduct

- You be prompt for training sessions, matches and excursions.
- You must consistently display high standards of behaviour.
- You must respect your accommodation and keep living areas clean, tidy and report any breakages to staff.
- You must respect the rights, dignity and worth of each and every person and treat people equally within the context of the sport.
- You must maintain a good working relationship with the club coaches based on mutual trust and respect.
- You must accept responsibility for your own behaviour and performance and will not argue with match officials.
- You must agree to co-operate as necessary with specialists (hotel staff, coach companies, other coaches, officials, sports scientists, doctors, physiotherapists etc.).
- You must agree to adhere to the positive aspects of the sport (e.g. fair play) and never condone violations of the laws of the game, behaviour contrary to the spirit of the laws of the game or relevant rules and regulations, or the use of prohibited substances or techniques.
- Report any illnesses, injuries, accidents or possible hazards to your mentor and/or LFE.
- You must complete the online language assessment before you travel and a second assessment on your return as requested by Erasmus+.
- You must complete the monthly personal development questionnaires requested by LFE.
- You must complete the Erasmus+ online feedback report on your return from placement.
- Failure to complete LFE questionnaires or the Erasmus+ feedback report on your return may result in LFE withholding part of your funding/allowance until this is completed.
- Ensure you are familiar with the Code of Conduct and the standards of behaviour expected whilst on placement.
- You must adhere to all guidelines laid down by the terms and conditions.

Football Club Commitment

Football Club Commitment

Our Football Club fully commits to hosting a 3 month Erasmus+ placement and will provide a football, social and cultural development programme.

During this time the Football Club will support the aim and objectives of the programme and overall development of the participant.

Apart from in the event of an emergency or other extenuating circumstances the Football Club will remain as the host for the duration of the programme.

The Football Club understands that should any of the agreement or items under the club commitment not be fulfilled then LFE reserves the right to withhold payment or remove the player(s) from the programme and the Football Club could be held responsible for all expended costs.

Football Club Responsibilities

- Selection of players based on football requirements and reference
- Delivery of a programme of activities developing the Player both on and off the pitch
- Provide opportunity to train and play football matches
- Arrange and deliver a basic language course to the Player
- Provide player with coaching opportunities
- Transport to and from football events to be provided if appropriate
- Transport to and from the airport
- Appropriate accommodation arrangements to be agreed with LFE and player beforehand
- Ensure the standard of chosen accommodation meets the approval of LFE and that each Player has their own bedroom
- Meal arrangement to be agreed with LFE and player beforehand and if a cash allowance is preferred, agree a reasonable amount to cover the number of meals required (up to a maximum of €50)
- Provide reasonable access to the internet
- Protection of player welfare and safeguarding
- Provide treatment of football-related injuries and football-related insurance
- Consideration to keep player beyond the duration of placement
- Liaise with LFE and Placement Coordinator Toby Davis regularly

LFE Commitment

LFE Commitment

LFE will coordinate the 3 month Erasmus+ placement and support the delivery of a football, social and cultural development programme.

LFE Responsibilities

- Applying for and managing funds
- Management of the player selection process
- Ensuring a programme of activities is agreed and delivered
- Booking of transport to and from Sweden
- Providing Player's travel insurance
- Provide player with weekly subsistence allowance of approximately €100
- Support player and club throughout the duration of the programme
- Regular communication with player to receive feedback and resolve any issues

LFE Contact Numbers

Should you require additional information or assistance, please call:

During Office Hours (8.30am – 5pm)

Elaine Brand, LFE

T: 00 44 1772 326874

M: 00 44 7788 851174

E: ebrand@lfe.org.uk

Kelly Butterworth, LFE

T: 00 44 1772 326870

E: kbutterworth@lfe.org.uk

Out of Office Hours (5pm – 8.30am)

EMERGENCY ONLY

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