



**CLUB AND COACH
EDUCATION
PROGRAMME
AND SPORTS
CLUB DIRECTORY**

JUNE 2009 – MARCH 2010

Introduction



WELCOME to Harrogate Borough Council's latest programme of Coach Education.

Each officer within the Sports Development Team is responsible for a number of courses and the relevant officer is named as the course contact. The following contact details have been provided should you wish to speak to someone prior to booking your chosen course.

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COURSE CONTACT

John McGivern (Senior Sports Development Officer)
john.mcgivern@harrogate.gov.uk (01423) 556729

Helen Dennis (Assistant Sports Development Officer)
helen.dennis@harrogate.gov.uk (01423) 556701

Leilah Vyner (Project Development Officer)
leilah.vyner@harrogate.gov.uk (01423) 556702

Chris Rogers (NPLQ & First Aid Training Co-ordinator)
chris.rogers@harrogate.gov.uk (01423) 556734

All of our courses can now be paid for over the phone with a debit or credit card.

Please call 01423 556701 or 556743 to make a payment.

If there are any other courses you would like to see available locally which are not included in this current programme, please contact:

Helen Dennis, Assistant Sports Development Officer on (01423) 556701.

Each course within this programme is designed to support coaches, leaders, club volunteers and officials with the aim of maximising potential and developing their skills.

Quality leaders and coaches play a vital role in the development of sport and contribute to the development of local clubs in the District. Harrogate Borough Council's Sports Development Team work in partnership with key agencies to organise and develop a programme of sports-related educational opportunities to meet the needs of the Harrogate District sporting community. These agencies include North Yorkshire Sport, Sports Coach UK and National Governing Bodies of sport (NGBs).

Club Accreditation



UK COACHING CERTIFICATE (UKCC)

The National Governing Bodies of Sport have embraced the Club Accreditation scheme, either in its original Club Mark form or with minor adaptations for their individual sports. It may appear in various guises such as the FA's Charter Standard, or the RFU's Seal of Approval but the contents and criteria are all very similar.

Clubs that have achieved accreditation will be recognised on a national scale as being a quality club; in some respects it is similar to Investors in People or Quest. Going through the process enables a club to gain easier access to funding support and coach education and helps identify its needs for the future.

The process involves looking into the club's current way of working and improving on this and includes:

- Looking at and improving the club constitution and management structure if needed;
- Implementing a structure for Duty of Care and Child Welfare;
- The Equity and Ethics of the Club;
- Coaching and competition pathways.

A club working towards accreditation will receive support from their National Governing Body's Regional Development Officer, Harrogate Borough Council's Sports Development Team and North Yorkshire Sport.

What is the UKCC?

The UK Coaching Certificate is an endorsement of sport specific coach education qualifications that are aligned to an agreed framework. By creating a recognised standard for coach education the UKCC will make it easier to identify a quality coach in any sport at any level and contributes immeasurably to the professionalisation of coaching.

The UKCC will ensure that sports are delivering the best available, athlete-centred coaching and in due course, reap the rewards of success, both in performance and recreational enjoyment.

Further details on the UKCC can be found on www.harrogate.gov.uk/sportsdevelopment.

COACHING BURSARY

Do you need help with course fees?

In partnership with SkillsActive and funded by Sport England Yorkshire and the regional Learning and Skills Council, the new Coaching Bursary from the National Skills Academy provides financial support and guidance for all Yorkshire and Humber based coaches wanting to improve their skills, experience and qualifications. The Coaching Bursary is providing up to 60% funding for UK Coaching Certificate (UKCC) endorsed sports.

For further information and an application form please ring

0114 2922368 or visit www.yandh-coachingbursary.co.uk.

Sport Specific Courses



THESE courses are organised in partnership with the relevant National Governing Bodies and provide recognised qualifications.

Please note that these courses contain both practical and theoretical sessions. A certain level of physical fitness is required in order for you to gain maximum benefit and enjoyment from the course.

CHEERLEADING

NCSSE LEVELS 1 AND 2

Designed specifically for Cheerleading coaches desiring to build a foundation necessary for a successful cheerleading programme. Topics covered include roles and responsibilities of a coach, safety management, sportsmanship ethics and relationship building.

Course dates split on demand.

Contact Joanne Armstrong for further details on 01423 556745.

CRICKET

UKCC2

This Level 2 course aims to allow coaches to aid the development of players, particularly focussing on Fundamental Movement Skills, Long Term Athlete Development (LTAD) and learning to train stages of the LTAD model.

The course develops coaches' skills, knowledge and qualities and allows them to demonstrate competence against UKCC2 to prepare for the delivery and review of their coaching sessions. Coaches must have attended the SCUK Safeguarding & Protecting Children Course & a First Aid course before their assessment in February 2010.

This is a 24-hour course split over four Saturdays and coaches are required to attend all sessions. Included in this course are the obligatory First Aid and Child Protection courses.



Venue	St Aidans High School	Times	9.00 am – 4.00 pm
Date	31 October	Cost	TBC
	7, 14, 21, 28 November		

Sport Specific Courses

NETBALL

UKCC LEVEL ONE



This course will enable you to prepare for the delivery of coaching activities, to deliver the prepared coaching sessions and evaluate their effectiveness. A Level 1 Coach is able to: 'Assist more qualified coaches by delivering aspects of coaching sessions, normally under direct supervision'.

You must be at least 16 years of age, have a sound knowledge and experience of the game and an understanding of the rules. The course has both physical and theory elements and includes an assessment.

Date: February 2010.

For further details please contact Debbie Chandley on 0114 2235697.

email: yorksandhumber@englandnetball.co.uk.

NETBALL

TUTOR TRAINING

This is a course for anyone wanting to deliver the UKCC Netball courses. It is a national course open to all regions.

Dates: 10, 11 & 17 October in Harrogate.

For further details please contact Emma Walker:

email: emmaw@englandnetball.co.uk

www.netballnorthyorkshire.co.uk/ukcc_tutor_training/

SWIMMING

RLSS NATIONAL POOL LIFEGUARD QUALIFICATION

The course consists of two units. Unit 1 covers the principles of life-saving and swimming pool supervision. Unit 2 covers the application of supervision and rescue in a swimming pool. The course also includes the spinal board endorsement.

Training takes 38 hours and there is an independent assessment at the end of the course. Candidates will also qualify for the HSE 'Appointed Person Emergency Aid Certificate for First Aid'. Each course will be made-up of multiple sessions and candidates will need to attend all sessions.

Please note – where there is demand, additional Pool Lifeguard courses can be organised. For details please contact Chris Rogers on 01423 556734.

Sport Specific Courses

SWIMMING

ASA/UKCC LEVEL 1 CERTIFICATE FOR TEACHING AQUATICS

This qualification is recognised as UKCC Level 1 and is an all-inclusive qualification. It sits as the first formally assessed qualification on the teaching qualifications pathway for the ASA and consists of two units. The first unit covers the how to teach/coach skills and movement literacy and is common to all aquatic strands. The second unit looks at aquatic teaching, technical knowledge and practical skills.

Venue	The Hydro	Minimum Age	18
Date	8 - 12 June 2009	Course Contact	Lynne McCrystal 01423 556767
Cost	£260.00		

Venue	The Hydro	Minimum Age	18
Date	14 - 18 September 2009	Course Contact	Lynne McCrystal 01423 556767
Cost	£260.00		



Sports Coach UK Workshops



Sports Coach UK (SCUK) aims to raise standards of coaching across the UK. The workshops are designed to assist individuals to unlock their potential by providing them with the knowledge and confidence to improve their coaching. Participants are offered:

- An interactive workshop session of either two or three hours, led by an expert in their field;
- A chance to discuss and share coaching knowledge and experiences with fellow coaches;
- A certificate of attendance;
- A valuable manual for use during and after the session.

Please note: for all Sports Coach UK courses, expressions of interest need to be made to Helen Dennis. Once enough applications have been received candidates will then be informed of the date and time of the course.

SAFEGUARDING AND PROTECTING CHILDREN

Protect yourself, the young people you are coaching and your club by understanding and following good coaching practice. The course aims to highlight good coaching practice and sporting situations that might constitute poor practice and/or abuse.

This course is required for clubs working towards their NGB Club Accreditation and is recognised as an essential course for any coach or volunteer working with young people. It is also a pre-requisite for a club's Child Welfare Officer.

Contact Helen Dennis for further information.

HOW TO COACH DISABLED PEOPLE IN SPORT

This workshop is designed to help you identify ways in which you can include disabled people in sport, select appropriate coaching activities and create effective coaching environments.

Contact Helen Dennis for further information.

Sports Coach UK Workshops

EQUITY IN YOUR COACHING

Everyone should have access to sport, regardless of gender, age, race, ability, faith or sexual orientation. As a coach you have an important role to play in promoting this ethic. This workshop will help you apply and extend your existing skills to meet the needs of your performers. This is a theory-based classroom workshop.

Contact Helen Dennis for further information.

AN INTRODUCTION TO LONG TERM ATHLETE DEVELOPMENT (LTAD)

This workshop forms part of the SCUUK Coaching Essentials group of courses and gives an insight into how coaches and teachers can be involved in understanding the development of children and athletes as they become involved in sport. The workshop also explores the philosophy of a staged approach to training in relation to a performer's developmental age and how to make sport and exercise a life long commitment

This is a theory based classroom workshop.

Contact Helen Dennis for further information.

THE FUNDAMENTALS OF MOVEMENT WORKSHOP

This course is another of the SCUUK Coaching Essentials workshops, which is a follow on from the LTAD workshop and looks at the concepts of improving motor skills of agility, balance and coordination for young sports people.

It is a useful tool for those dealing with children of all ages and covers the explosive actions of jumping, throwing, kicking and striking, along with changes of direction and core stability. The course has both theory and practical elements. Footwear and clothing suitable for exercise is required.

Contact Helen Dennis for further information.

EMERGENCY AID COURSES

First Aid training is important for all coaches, team managers and volunteers. This emergency aid course takes a minimum of four hours and includes a certificate valid for three years. It provides participants with a basic knowledge of resuscitation and First Aid and also includes a basic emergency First Aid kit for each participant to take away.

Venue	Harrogate High School	Cost	£20.00
Date	24 June 2009	Minimum Age	16
Time	6.30 - 9.30pm	Course Contact	Chris Rogers
Venue	Harrogate High School	Cost	£20.00
Date	30 September 2009	Minimum Age	16
Time	6.30 - 9.30pm	Course Contact	Chris Rogers
Venue	Harrogate High School	Cost	£20.00
Date	10 February 2010	Minimum Age	16
Time	6.30 - 9.30pm	Course Contact	Chris Rogers

ARE YOU ON OUR CLUB AND COACHING REGISTER?

Harrogate Borough Council keeps a Coaching Register for the District. If you are on our Register you will receive our annual Coach Education Programme. The aim of the Register is to keep all coaches up to date with the latest information coming through from Sports Coach UK and the National Governing Bodies of Sport.

To be included on the register please forward your details to:

Helen Dennis
Department of Community Services
Harrogate Borough Council
Scottsdale House, Springfield Avenue
Harrogate HG1 2HR
Tel: 01423 556701
Fax: 01423 556730

email: helen.dennis@harrogate.gov.uk or register with Harrogate Sports Clubs on Google Groups.



Funding

These workshops are for community groups in the Harrogate District, all workshops are free and offer a great opportunity for you to learn more about different funding streams that may be open and applicable to your group.

To book your place on a workshop please contact Leilah Vyner on 01423 556702 or email leilah.vyner@harrogate.gov.uk

Date, Venue, Time	Title of Workshop	Description of Workshop
<p>Date: 10 June Time: 6.00 – 8.00pm Date: 18 November Time: 2.00 – 4.00pm Venue: Crescent Gardens</p>	<p>FUNDRAISING FOR YOUR LEISURE PROJECT</p>	<p>This workshop will cover all aspects of fundraising from business planning to marketing. You will also have the opportunity to search on Funder Finder and in books for local and national funders.</p>
<p>Date: 16 June Time: 3.00 – 5.00pm Venue: Harrogate Fire Station</p>	<p>BETTYS & TAYLORS - MARKETING YOUR ORGANISATION</p>	<p>This workshop will show you how to enhance your current marketing resources to the best practicable for your group. You will have the opportunity to draw on the knowledge of the successful Bettys & Taylors Marketing team.</p>
<p>Date: 9 September Time: 6.00 – 8.00pm Venue: TBC</p>	<p>DEVELOPING YOUR CAPITAL PROJECTS</p>	<p>This workshop will look at sporting and leisure capital projects and cover project development and funding issues. You will be asked to fill in a pre-application form prior to the workshop.</p>
<p>Date: 16 July Time: 6.00 – 8.00pm Venue: TBC</p>	<p>MAKING A CASE FOR YOUR PROJECT</p>	<p>This workshop will cover everything from setting out your project goals to capital cost, self financing, gathering evidence of support, managing skills, identifying with the wider community and meeting specific funding criteria. You will need your thinking cap and you will be asked to fill in a pre-application form prior to the workshop.</p>

Funding (cont)

Date, Venue, Time	Title of Workshop	Description of Workshop
Date: 9 September Time: 2.00 – 4.00pm Date: 2 November Time: 6.00 – 8.00pm Venue: TBC	DEVELOPING YOUR CAPITAL PROJECTS	This workshop will look at sporting and leisure capital projects and cover project development and funding issues. You will be asked to fill in a pre-application form prior to the workshop.
Date: 14 September Time: 3.00 – 5.00pm Venue: Crescent Gardens	BIG LOTTERY AWARENESS BRIEFING	The Big Lottery staff from the Leeds Office will deliver this awareness briefing. They will provide information via a presentation on all the open grants, namely the new Awards for All process, Reaching Communities and the Changing Places funding programmes. This will provide a great opportunity for you to find out more about the Big Lottery and its schemes.
Date: 30 September Time: 6.00 – 7.00pm Venue: Crescent Gardens	BETTYS & TAYLORS – FINANCIAL ACCOUNTING FOR YOUR COMMUNITY GROUP	Have you always wondered how to collate records and present your club's/group's annual accounts? This workshop will draw on the knowledge of a Betty's accountant who will explain the processes of club accounting.
Date: 14 October 2009 Time: 2.00 – 4.00pm Venue: TBC	FUNDING YOUR SPORTING PROJECT	A workshop aimed specifically at sporting groups; you will have the opportunity to search for funding using funding books and a computer database. You will also receive advice from a Project Development Officer. You will be asked to complete a pre-workshop form that will identify what you require.



In July 2007, the Prime Minister announced additional investment of £100m (2008-11) into the PE and Sport Strategy for Young People, to give every young person aged 5 to 16 years the chance to do five hours of sport a week and for those aged 16 to 19 years, the chance to do three hours per week.

The Sport Unlimited programme forms part of the 5 Hour Offer for Children and Young People and its overall aim is to increase opportunities for young people aged 5 to 19 to participate regularly in sport.

To achieve this target it is vital that community clubs engage in this programme as they are often best placed to deliver the activities to the young people in the community.

Programme Eligibility

To be considered for Sport Unlimited funding, your project /activity must:

- Establish new activities, build on and extend current provision or enhance existing good quality provision
- Be aimed at young people in the age range 5 – 19 years
- Take place out of school hours (evenings and weekends)
- Take place within the school terms (Sept to Dec / Jan to Mar / April to July)
- Be at least one hour in duration
- Take place within an 8 to 10 week block
- Show sustainability beyond the initial 8 to 10 week period
- Show that you have consulted with young people or have evidence that your activity will attract participants (shows current need)
- Adhere to the Safeguarding and Protecting Children Guidelines that accompany the programme
- Show some match funding from the delivery agency (this could be as financial investment, or in kind funding in the form of volunteer support or reduced/free access to your facility etc.)
- Show good value for money – as a guide, £34 per pupil for a 10 week block of activity

If you are interested in applying for Sport Unlimited funding, or if you want to discuss a project please contact:

Joanne Armstrong on 01423 556745 or email:
Joanne.armstrong@harrogate.gov.uk

CALLING ALL LOCAL SPORTS CLUBS!

HARROGATE DISTRICT SPORTS COUNCIL (HDSC) NEEDS YOU!

HDSC is a voluntary development forum that has plenty to offer and we are actively looking to increase our support to sports clubs and other physical activity groups. Please see below for some of what we offer.

Collective Voice for Sport

We act as a 'collective voice' for sport in the area thereby increasing the impact of local initiatives.

Advice on Funding

We can advise on potential sources of funding for any size of project. One of our future aims is to apply as an organisation for funds that we can allocate locally.

Advice on Club Accreditation

National Governing Bodies encourage clubs to become accredited. Accreditation leads to safe and well-run clubs and also brings increased opportunities for funding and the potential for becoming a venue to hold tournaments and coaching courses.

Club and Coach Education

We work closely with Harrogate Borough Council to provide information and advice.

Information

We are developing a list of email contacts for leagues and clubs so that we can send out a wide range of national and local information in a timely way. Where there is no email contact we can send hard copies on request.

Annual Awards

We hold an Annual Awards Dinner to celebrate achievement and service to sport in ten categories. Individuals and clubs are actively encouraged to apply and attend the event.

Your Requests and Suggestions

We aim to respond promptly to all requests and suggestions. These may relate to something HDSC could do for all clubs or for your individual club.

If you are interested in joining the HDSC or finding out more information, please contact:

Lynne Garne (Chairperson) 01423 520139

John McGivern (Secretary) 01423 556729



Sporting Contacts

Below is the list of National Governing Body contacts for each sport.

<u>SPORT</u>	<u>CONTACT NAME</u>	<u>PHONE</u>	<u>EMAIL</u>
Athletics	Deborah Beresford	0161 2308184	dberesford@englandathletics.org
Badminton	Melissa Moss	07825 944335	MelMoss@badmintonengland.co.uk
Basketball		0161 8810090	bballinthenorth@aol.com
Cricket	Ian Powell	01609 777195	ian.powell5@btconnect.com
Cycling	Peter Root	07879 426064	peterroot@britishcycling.org.uk
Football	Joanne De Tute	0113 2823577	Joanne.detute@westridingfa.com
Gymnastics	Tracy Power	07739 512201	Tracy.power@englandgymnastics.org.uk
Hockey	Rachael Jones	07718 980514	rachael.jones@englandhockey.org
Lacrosse	Paul Coups		p.coups@englishlacrosse.co.uk
Netball	Debbie Chandley	0114 2235697	yorksandhumber@englandnetball.co.uk
Orienteering	Colin Best	0114 2302621	colinallanb@yahoo.co.uk
Rugby Union	Alec Porter	07764 960376	alecporter@rfu.com
Squash	Mark Shipley	07714 226218	Mark.Shipley@englandsquash.com
Tennis	Tim Pattle	01405 768888	Tim.Pattle@lta.org.uk
Triathlon	Morgan Williams	07739 526560	Morganwilliams@britishtriathlon.org

Development Groups

HARROGATE DISTRICT CRICKET DEVELOPMENT GROUP

The Cricket Development Group is a driving force for the promotion of cricket in the Harrogate District and the group has an influence over courses taking place, access to funding and course subsidies. It has support from the Local Authority and the Yorkshire Cricket Board. The group also shares methods of Good Practice, Club Mark information and allows clubs to discuss issues and find solutions, usually from other clubs sitting on the group.

Please contact the group secretary for more information:

Helen.dennis@harrogate.gov.uk or 01423 556701.

ATHLETICS DEVELOPMENT IN THE HARROGATE DISTRICT & NORTH YORKSHIRE

The Harrogate District Athletics Development Group is now evolving as the England Athletics' priorities change. Support is now being offered at a regional level, with the development of 'Athletics Networks' – based around accredited clubs, supported by the Local Authority, education and School Sports Partnerships, and other local clubs and coaches. North Yorkshire has submitted an application for a North Yorkshire Athletics Network, and if successful will have a substantial amount of funding to develop local athletics through accredited clubs in the region.

For further information or to get involved, please contact Paul Downes, North Yorkshire Sport - Building Capacity Officer at Paul.downes@harrogate.gov.uk or on 01423 545187.

HARROGATE AND YORK COMMUNITY BADMINTON NETWORK (CBN)

A joint partnership between badminton England, local accredited badminton clubs and the Harrogate School Sport Partnership; and supported by Harrogate Borough Council and other local clubs, coaches and deliverers of badminton projects in the Harrogate District. Harrogate Racquets Club (a Badminton England Premier Status Club and sub-regional Performance Centre) is at the centre of the Harrogate and York CBN.

The Badminton Development Network gives anyone with an interest in badminton development in the district the opportunity to come together to discuss issues regarding funding, NGB support and accreditation, and facility access, with one of the six Performance Centres in Yorkshire being based in central Harrogate.

For Badminton England, developing CBNs across the country will enable the needs of the community to be targeted, attract new and different participants to the sport by providing opportunities for people to get involved and stay involved, as well as establish pathways and opportunities for talented juniors.

For further information or to get involved please contact:

Mel Moss, Badminton England Regional Development Manager for Yorkshire at melmoss@badmintonengland.co.uk or 07825 944335.

APPLICATION FORM

Please use this form to book courses only where the contacts are John McGivern, Helen Dennis, Leilah Vyner and Chris Rogers.

Please feel free to photocopy this form for future use.

For all other courses please contact the course provider for the appropriate application form.

I would like to book the following course

Date of Course

I enclose a cheque to the value of £.....
made payable to 'Harrogate Borough Council'.

I have telephoned and paid for the course by card (tick)

Reference No. DL

Places are limited and all applications are dealt with on a 'first come' basis.

Name:

School/Club/Organisation (if applicable):

Club Accreditation (please tick) Yes No Working towards

Correspondence Address:

.....

..... Postcode:

Daytime Telephone Number:

Evening Telephone Number:

Email Address

Signed Date

Please complete this form, or a photocopy, and return with a cheque/Reference No.:

Helen Dennis, Department of Community Services, Harrogate Borough Council,
Scottsdale House, Springfield Avenue, Harrogate HG1 2HR

This leaflet is also available in large print and audio formats. If you wish to contact the Council for an alternative format, please contact:

Customer Services Unit, Council Offices,
Crescent Gardens, Harrogate HG1 2SG
Tel: 0845 300 6091
or email customerservices@harrogate.gov.uk