

Working for you



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

APRIL 2010 – MARCH 2011

# 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 works 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



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 with 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 a club's current way of working and improving on this to include:
- 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.

ACTIVE  
ACCESSIBLE  
ACCREDITED



## UK COACHING CERTIFICATE (UKCC)

### 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 sporting success, both in performance and recreational enjoyment of sport.

Further details on the UKCC can be found at [www.harrogate.gov.uk/sportsdevelopment](http://www.harrogate.gov.uk/sportsdevelopment)

# Sport Specific Courses



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

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

## CHEERLEADING NCSS 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 supplied on demand.

Contact Joanne Armstrong for further details 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 a coach's 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 SCUUK Safeguarding & Protecting Children Course and a First Aid course before their assessment.

The course is 24 hours, split over four Saturdays. Coaches are required to attend all sessions.

Please contact Steve Clark to register your interest for the next course  
email: [thefamilyclark@ntlworld.com](mailto:thefamilyclark@ntlworld.com)



# Sport Specific Courses

## FOOTBALL FA LEVEL ONE CERTIFICATE IN COACHING

The course is aimed at people interested in introducing small-sided games of football to children. The course includes sessions on First Aid and Safeguarding and Protecting Children. Participants must attend all sessions in order to complete the course.

Distance learning is also required and includes the on line Soccer Parent, Laws of the Game, Club Administration and Player Development modules

<b>Venue</b>	Harrogate High School	<b>Minimum Requirement</b>	Over 16 years
<b>Dates</b>	9, 15, 17, 23 12, 13, 26 June	<b>Course Contact</b>	John McGivern 01423 556729
<b>Times</b>	6.30 - 9.30pm 9.00 - 5.00pm	<b>Closing date</b>	28 May
<b>Cost</b>	£140		

## RUGBY UNION UKCC LEVEL TWO

<b>Venue</b>	Ashville College	<b>Minimum Requirement</b>	UKCC Level One
<b>Dates</b>	12, 19 September 17, 24 October	<b>Course Contact</b>	Carnegie Coach Education Team 0113 812 7437
<b>Time</b>	9.00 - 5.30pm	<b>Closing date</b>	1 August
<b>Cost</b>	£176.25		

## 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 'Emergency Aid Certificate for First Aid'. Each course will be made up of multiple sessions and **candidates will need to attend all sessions.**

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.

<b>Venue</b>	The Hydro	<b>Cost</b>	£260 (+ £63 Assessor fee)
<b>Date</b>	21 – 25 June	<b>Minumum Age</b>	16 years
<b>Time</b>	Various	<b>Course Contact</b>	Lynne McCrystal 01423 556767

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<b>Venue</b>	The Hydro	<b>Cost</b>	£260 (+ £63 Assessor fee)
<b>Date</b>	20 - 24 September	<b>Minumum Age</b>	16 years
<b>Times</b>	Various	<b>Course Contact</b>	Lynne McCrystal 01423 556767



# 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 coaching 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

ACTIVE  
ACCESSIBLE  
ACCREDITED

CLUB  
MARK

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 essential 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

ACTIVE  
ACCESSIBLE  
ACCREDITED



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 athletes. 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 in 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.

# First Aid

## EMERGENCY AID COURSES

First Aid training is important for all coaches, team managers and volunteers. This basic course 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.

<b>Venue</b>	Knaresborough Community Centre	<b>Minimum Age</b>	16 years
<b>Date</b>	4 May	<b>Course Contact</b>	Chris Rogers
<b>Time</b>	6.30 - 9.30pm	<b>Cost</b>	£25

<b>Venue</b>	Ripon Leisure Centre	<b>Minimum Age</b>	16 years
<b>Date</b>	13 July	<b>Course Contact</b>	Chris Rogers
<b>Time</b>	6.30 - 9.30pm	<b>Cost</b>	£25

<b>Venue</b>	Harrogate Hockey Club	<b>Minimum Age</b>	16 years
<b>Date</b>	12 October	<b>Course Contact</b>	Chris Rogers
<b>Time</b>	6.30 - 9.30pm	<b>Cost</b>	£25

<b>Venue</b>	Nidderdale Pool & Leisure Centre	<b>Minimum Age</b>	16 years
<b>Date</b>	8 February 2011	<b>Course Contact</b>	Chris Rogers
<b>Time</b>	6.30 - 9.30pm	<b>Cost</b>	£25

For details of all First Aid courses available, please contact:  
Chris Rogers, Training Co-ordinator on 01423 556734  
or email [chris.rogers@harrogate.gov.uk](mailto:chris.rogers@harrogate.gov.uk).

## 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 Development Services  
Harrogate Borough Council  
Scottsdale House  
Springfield Avenue  
Harrogate  
HG1 2HR

Tel: 01423 556701  
Fax: 01423 556730

email: [helen.dennis@harrogate.gov.uk](mailto:helen.dennis@harrogate.gov.uk).



# Funding

The following are stand alone workshops/briefings designed to help you apply for specific types of funding and develop your community project.

The cost of each workshop is £5.00 per person per session. When you confirm your attendance on a workshop by payment you will receive a welcome pack that will include directions and confirmation of your booking(s) plus an outline or description of the workshop. On attendance you will receive a resource pack to take away with relevant information.

Book your place(s) using the Application Form on the back cover of this booklet. Further copies are available to download from [www.harrogate.gov.uk/harrogate-4191](http://www.harrogate.gov.uk/harrogate-4191).

Month	Title of Workshop	Date, Time & Venue
MAY	<b>W/S 4: Awards For All</b>	<b>Date:</b> Thursday 6th <b>Time:</b> 2.00 – 4.00pm <b>Venue:</b> Crescent Gardens, Harrogate
	<b>W/S 5: Applying for Landfill Tax Money: WREN, Biffaward and Yorventure</b>	<b>Date:</b> Tuesday 18th <b>Time:</b> 6.00 - 7.30pm <b>Venue:</b> Crescent Gardens, Harrogate
JUNE	<b>W/S 6: Awards For All</b>	<b>Date:</b> Monday 7th <b>Time:</b> 5.00 – 7.00pm <b>Venue:</b> Crescent Gardens, Harrogate
	<b>W/S 7: Developing your Sporting Project</b>	<b>Date:</b> Monday 28th <b>Time:</b> 5.30 - 7.00pm <b>Venue:</b> Crescent Gardens, Harrogate
	<b>W/S 8: Fundraising for Capital Projects</b>	<b>Date:</b> Tuesday 29th <b>Time:</b> 2.00 – 4.00pm <b>Venue:</b> Crescent Gardens, Harrogate
JULY	<b>W/S 9: Heritage Lottery Fund</b>	<b>Date:</b> Tuesday 20th <b>Time:</b> 2.00 – 4.00pm <b>Venue:</b> Crescent Gardens, Harrogate
	<b>W/S 10: Applying for Sport England’s Small Grants</b>	<b>Date:</b> Tuesday 27th <b>Time:</b> 5:30 - 7.00pm <b>Venue:</b> Crescent Gardens, Harrogate

# Funding

Month	Title of Workshop	Date, Time & Venue
AUGUST	<b>W/S 11: Awards For All</b>	<b>Date:</b> Tuesday 3rd <b>Time:</b> 5.30 - 7.00pm <b>Venue:</b> Crescent Gardens, Harrogate
SEPTEMBER	<b>W/S 12: Making the Case for your Project</b>	<b>Date:</b> Monday 6th <b>Time:</b> 5.30 - 7.00pm <b>Venue:</b> Crescent Gardens, Harrogate
OCTOBER	<b>Meet the Funder in Ripon</b> This is a free event run by Harrogate Borough Council, Ripon CVS and Harrogate CVS	<b>Date:</b> Tuesday 12th <b>Time:</b> 11.00 – 3.00pm <b>Venue:</b> Ripon CVS
NOVEMBER	<b>W/S 13: Awards For All</b>	<b>Date:</b> Tuesday 9th <b>Time:</b> 2.00 - 3.30pm <b>Venue:</b> Crescent Gardens, Harrogate

## FUNDING MATTERS

These workshops are designed to run as a full course of four but you can attend the individual sessions. They are suited to guide the beginner fundraiser in the fundamentals of success and have also proved to be a useful refresher for the more experienced fundraiser. The cost of each workshop is £5.00 per person per session. They are run jointly by Nina Muir from Harrogate CVS and Leilah Vyner from Harrogate Borough Council.

APRIL	<b>Fun 1: Foundations for Success</b>	<b>Date:</b> Tuesday 20th April <b>Time:</b> 1.30 - 5.00pm <b>Venue:</b> Crescent Gardens, Harrogate
MAY	<b>Fun 2: Developing a Funding Strategy</b>	<b>Date:</b> Friday 21st May <b>Time:</b> 1.00 - 4.00pm <b>Venue:</b> Crescent Gardens, Harrogate
JUNE	<b>Fun 3: Improving Applications</b> (including proving the need in terms of outcomes and evaluation)	<b>Date:</b> Tuesday 22nd June <b>Time:</b> 10.00 - 4.00pm <b>Venue:</b> Crescent Gardens, Harrogate
JULY	<b>Fun 4: Completing the Circle</b>	<b>Date:</b> Tuesday 13th July <b>Time:</b> 2.00 – 5.00pm <b>Venue:</b> Crescent Gardens, Harrogate

# Sport Unlimited



sport unlimited

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 11 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 11 – 19 years
- Take place out of school hours (evenings and weekends), ideally off school sites
- Take place within the school terms (Sept to Dec / Jan to March / 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](mailto: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

HDSC 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

HDSC works closely with Harrogate Borough Council to share 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. Nominations from 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) on 01423 520139**

**John McGivern (Secretary) on 01423 556729**  
email: [john.mcgivern@harrogate.gov.uk](mailto:john.mcgivern@harrogate.gov.uk)



# 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.  
[www.harrogatecdg.play-cricket.com](http://www.harrogatecdg.play-cricket.com)

## 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 on  
01423 545187 or [paul.downes@harrogate.gov.uk](mailto:paul.downes@harrogate.gov.uk)

## COMMUNITY BADMINTON NETWORK (CBN)

A joint partnership between Badminton England, Harrogate Borough Council, Harrogate Racquets Club (a Badminton England accredited 'hub-club' and Regional Performance Centre) and other local clubs, coaches and deliverers of badminton projects in the Harrogate District.

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:

David Dewey,  
Badminton England Regional Development Manager for Yorkshire  
[daviddewey@badmintonengland.co.uk](mailto:daviddewey@badmintonengland.co.uk) or 07901 005316.

# Sporting Contacts

<b>SPORT</b>	<b>CONTACT NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
<b>ARCHERY</b>	John Wilson	07860 736610	jlawilson@aol.com
<b>ATHLETICS</b>	Katie Jones	07824 302927	kjones@englandathletics.org
<b>BADMINTON</b>	David Dewey	07825 944335	daviddewey@badmintonengland.co.uk
<b>CRICKET</b>	Ian Powell	01609 777195	ian.powell5@btconnect.com
<b>CYCLING</b>	Peter Root	07879 426064	peterroot@britishcycling.org.uk
<b>EQUESTRIAN</b>	Ellie Layton	01926 707795	e.layton@bhs.org.uk
<b>FOOTBALL</b>	Joanne De Tute	0113 2823577	Joanne.detute@westridingfa.com
<b>GOLF</b>	Richard Brown	01653 697578	rbrown@englishgolfunion.org
<b>GYMNASTICS</b>	Tracy Power	07739 512201	tracy.power@gymnasticsengland.org
<b>HOCKEY</b>	Claire Dobison	07718 980514	Claire.Dobison@englandhockey.org
<b>LACROSSE</b>	Paul Coups		p.coups@englishlacrosse.co.uk
<b>NETBALL</b>	Debbie Chandley	0114 223 5697	yorksandhumber@englandnetball.co.uk
<b>ORIENTEERING</b>	Colin Best	0114 2302621	colinallanb@yahoo.co.uk
<b>RUGBY UNION</b>	Alec Porter	01904 640812	alecporter@rfu.com
<b>SQUASH</b>	Mark Shipley	07714 226218	Mark.Shipley@englandsquash.com
<b>TENNIS</b>	Claire Smith	07930115781	claire.smith@LTA.org.uk
<b>TRIATHLON</b>	Georgie Rutherford	07834 542086	georgierutherford@britishtriathlon.org