

Checklist for Group Lead Coaches:

Item	Actions Required	Tick
1	Examples of written session plans	
2	Examples of a written training programme	
3	Copies of all attendance registers	
4	Evidence of written fixture list provided to Athletes/Parents	
5	Evidence of Athletes being invited to League Competitions	
6	Evidence of a min. Coach:Athlete ratio of 1:12 (or working towards this)	
7	Signed Coaches Code of Conduct for Lead Coach & all Assistant Coaches	
8	Copy of UKA License for Lead Coach & all Assistant Coaches	
9	Copy of Certificate from an NSPCC-approved Safeguarding & Child Protection Course (within 3 years)	
10	Details of how Club information is passed on by Coaches to Athletes and Parents	
11	Copy of up-to-date Group Roster (including relevant contact and medical details where appropriate)	
12	Copy of Completed Volunteer Application forms for all working with your Group	
13	Evidence of a commitment to ongoing professional development (CPD) as a Coach.	

Contact me

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Stockport Harriers **CLUBMARK** PROJECT 2018



INFORMATION FOR COACHES

Improving our Junior Structure

This Year Stockport Harriers will be working hard to re-structure and improve our Coaching Structure and Junior Athlete Pathway for the benefit of all current and future Young Athletes in our Club. In order to move forwards, ensure quality delivery for all Young Athletes who come through the Club for the purpose of their development, enjoyment and retainment in the sport, we must come together to develop and implement a proper, coherent structure, in line with good practice.

This project has two strands:

1. Completion of the Sport England Clubmark Accreditation process;
2. Development of a new, coherent Athlete Pathway, Club Structure and Coaching Pathway.

“Ensuring QUALITY delivery for all Young Athletes, for the purpose of their DEVELOPMENT, ENJOYMENT and RETAINMENT”

What is 'Clubmark'?

Clubmark is Sport England's cross-sport accreditation scheme for community sports Clubs, which aims to make sure Club infrastructure is safer, stronger and more successful. It can provide a framework on which we can build Club policies and procedures, higher standards of welfare, equality, coaching and management within the Club.

What are the Benefits?

The process aids the development of clear goals and objectives, highlighting the Club's focus and ambition for the future and providing a solid foundation for growth. The analysis of the workforce ensures all training is up to date and the Club is operating at its best. Adopting more organised systems will help the Club run more efficiently. Addressing issues such as equity and child protection should increase parents' confidence when choosing a Club for their Child.

What We Need from You...

Over the coming weeks we will be collecting data to put together our Clubmark folder for presentation. To be successful in attaining the Award, we must collect all of the necessary information from ALL Coaches and Groups and ensure that ALL Coaches and Groups understand what is required from them in terms of any new processes and procedures put in place at the Club.

We completely understand that for some Coaches producing all of this information will take time and there may be elements you can't currently fulfil. Please remember that I am here to help and throughout the process will be on hand to support any Coaches and Groups with this.

If you have any questions about any of this then please don't hesitate to contact me at jfrost.stockportharriers@gmail.com

