



## **Cheltenham Canoe Club – Coaches Support Policy**

The Club recognises that it is fundamental to the health of the club to have a strong team of qualified coaches and river leaders (referred to collectively as coaches in this document).

The Club is committed to supporting its volunteer team where practical. In particular, help is provided to minimise cost of maintaining/improving coaching qualifications, and in aiding members to become coaches.

### **Help with the cost of courses funding**

The club recognises that gaining a coaching qualification, undertaking additional courses, and training to stay up to date, and develop further as a coach or river leader can be expensive, so will support coaches to reduce these costs where possible. This could include the following:

- Arranging closed club courses / training to offer training at reduced cost
- Seeking grant funding to subsidise training
- Supporting coaches to secure bursaries to support their training
- A financial contribution to courses where appropriate and requested (the amount of support will depend on the cost of the qualification and the commitment of the coach to future coaching with the club)

Coaches will be eligible for support provided:

- They are a club member and on (or joining) the club's coaches register
- They commit to deliver future coaching activity/session for the club
- Remain up to date as a coach and provide details of their qualifications etc to the club's Coaching Officer.
- Coaches should request support via the club's Coaching Officer who will take the request for support to the club's committee

### **Mentoring and guidance**

Newly qualified coaches and coaches working towards higher qualifications will be provided with a mentor from within the coaching team.

### **Coaching Meetings**

All coaches are invited to attend coaching meetings which are held as required where topics of interest and/or concern are raised and discussed. Issues specific to coaching that can be resolved within the team are dealt with within the meetings, and those that cannot are escalated to the committee. Matters that need to be dealt with between meetings can be raised via the Coaching Officer to the committee.

### **Working with Children**

All Coaches who work regularly with young people will undertake a screening procedure in line with the clubs Child Protection and Harassment Policy for the Safeguarding and protecting children. Certificate copies will be held by the clubs Coaching Officer.



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### CCC Course Subsidy Application

#### **What's funded?**

The club will consider applications from the following courses, though other safety or rescue courses will be considered on application.

*UKCC L1 Coaching, UKCC L2 Coaching, UKCC L3 Coaching – this includes coaching updates and re-validation.*

*Paddle sport 4\* Leader*

The funding is for the course costs only (not transport, accommodation, or certificates).

#### **How to Apply?**

Print out and fill in this form and send to the treasurer.

#### **How a decision will be made?**

The committee will consider your application at the next committee meeting - this could be after the course. Where a committee member is applying for grants they will absent themselves from the consideration and decision.

The committee will consider if the training will be of value to the club, they will then consider if they believe that you will use these skills to contribute to the club. For this they will consider your recent involvement with the club, such as helping at courses or just how much you attend. They will also consider if you are building up to qualifications that will have greater benefit to the club, for example building up pre requisites for coaching awards.

Funds are limited, so the committee need to be sure that assisting you with funding to gain qualifications and skills will also benefit club members.

#### **When will you be paid?**

If the decision is made to give you a grant you will be paid after you have completed the course. You should aim to give the treasurer a receipt or proof of course completion and cost. The grant may not be paid until these are provided. Payment will be by a club cheque.



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### Course subsidy request

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Club member since: \_\_\_\_/\_\_\_\_/\_\_\_\_

What course do you wish to apply for?

Course Name: \_\_\_\_\_

Course Date: \_\_/\_\_/\_\_ Course Organiser: \_\_\_\_\_

Course Cost: £ \_\_\_\_\_ (nb cost only – not equipment certificate or travel etc)

Have you applied for/received any other sources of funding (including amounts)?

What coaching/first aid/safety training have you already completed and what awards do you hold?

#### **Benefits for the club**

How have you supported the club's activities in the past? (Coaching, river leading, or how much do you participate etc.)

How will the qualification benefit the club in the future?

Are you planning on extending your qualifications further?

I confirm the information above is correct and complete:

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Committee Use

Grant Awarded: £ \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signed: \_\_\_\_\_

Grant Paid: £ \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signed: \_\_\_\_\_ Ref: \_\_\_\_\_

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