

insport

Bronze

STANDARD

Objectives for achieving Bronze



1 **WORKFORCE DEVELOPMENT**

- At least one coach/volunteer has attended a Disability Inclusion Training workshop (i.e. UK DIT (Coaches and Volunteers) or equivalent)
- The club has a designated Welfare Officer who has attended the sports coach UK 'Safeguarding and Child Protection' and/or sports coach UK 'Safeguarding and Child Protection 2' workshop AND (a commitment to) attend a Protection of Vulnerable Adults (POVA) workshop
- One coach/volunteer present at club session is a qualified first aider
- All parents/guardians have signed up to the 'Code of Conduct (Parents/ Carers/Guardians)'

All participants/performers have signed up to the 'Code of Conduct (Participants/Performers)'

2 **PROCEDURES**

- The club has a 'Selection Policy' for events, tournaments and competitions
- The club has a role description for the designated Welfare Officer
- Ensure appropriate risk assessments are completed prior to taking club members to events/tournaments/competitions
- The Club has appropriate insurance cover for taking participants/performers/ coaches/leaders/volunteers/support staff to events/tournaments/competitions
- The club have a 'Travel and Transport Policy'
- The club have an 'Equity Policy' which is reviewed and communicated to the club membership
- The club 'Welfare Policy' is reviewed and communicated to the club membership

3 **COMMUNICATIONS**

- The Cclub provides each new member of the club with a 'Welcome Pack' which includes key Cclub information and contact details

Bronze Standard Guidance

1

WORKFORCE DEVELOPMENT

1.1 At least one coach/volunteer has attended the a Disability Inclusion Training workshop (i.e. UK DIT (Coaches and Volunteers) or equivalent)

SUPPORT

- Certificate of attendance at DIT workshop
- Coach/volunteer CPD register identifying which coaches/volunteers have done disability inclusion training

1.2

The club has a designated Welfare Officer who has attended the sports coach UK 'Safeguarding and Child Protection' and/or sports coach UK 'Safeguarding and Child Protection 2' workshop AND (a commitment to) attend a Protection of Vulnerable Adults (POVA) workshop

SUPPORT

- Certificate of attendance for SPC or SPC2
- Coach/volunteer CPD register identifying which coaches/ volunteers have done SPC or SPC2
- Certificate of attendance POVA workshop
- Coach/volunteer CPD register identifying which coaches/ volunteers have done a POVA workshop

1.3

One coach/volunteer present at club session is a qualified first aider

SUPPORT

- Award certificate for first aid qualification
- Coach/volunteer CPL register identifying which coaches/volunteers have completed a recognised basic first aid course

1.4

All parents/guardians have signed up to the 'Code of Conduct (Parents/Carers/Guardians)'

SUPPORT

- Example of a Code of Conduct (Parents/Carers/Guardians)
- Sight of signed copies of the Code of Conduct (Parents/Carers/Guardians)

1.5

All participants/performers have signed up to the 'Code of Conduct (Participants/Performers)'

SUPPORT

- Example of a Code of Conduct for the Participants/Performers
- Sight of signed copies of the Code of Conduct

2

PROCEDURES

2.1 The club has a 'Selection Policy' for events, tournaments and competitions

SUPPORT

- Copy of the Selection Policy

2.2

The club has a role description for the designated Welfare Officer

SUPPORT

- Copy of the role description for the Welfare Officer

2.3

Ensure appropriate Risk Assessments are completed prior to taking club members to events/tournaments/competitions

SUPPORT

- Copies of Risk Assessment Forms completed for events
- Observation of risk assessment process taking place prior to travel to events

2.4

The club has appropriate insurance cover for taking participants/performers/coaches/leaders/volunteers/support staff to events/tournaments/competitions

SUPPORT

- Insurance certificate identifying off-site delivery

2.5

The club have a 'Travel and Transport Policy'

SUPPORT

- Sight of the Travel and Transport Policy
- Sight of all forms which relate to the safe and appropriate travel and transport of the membership, coaches and volunteers

2.6

The club has an 'Equity Policy' which is reviewed and communicated to the club membership

SUPPORT

- Sight of a copy of the club 'Equity Policy'
- Discussion with club committee, club membership, and coaches/volunteers about what the Equity Policy is about, and how it is communicated
- Clear evidence (e-mails, availability of Policy on the club website, letters, publication on notice boards, etc) of how the Policy is being communicated.
- Sight of a coach's, volunteer's and player's welcome pack which includes the 'Equity Policy' which includes a returned (and signed) confirmation form stating that the Policy has been read the principles agreed with
- A master sheet where all coaches, volunteers and participants have signed to say they have received, read and agreed with the policy.

2.7

The club 'Welfare Policy' is reviewed and communicated to the club membership

SUPPORT

- Sight of a copy of the Club 'Welfare Policy'.
- Discussion with club committee, club membership, and coaches/volunteers about what the Welfare Policy is about, and how it is communicated.
- Clear evidence (e-mails, availability of policy on the club website, letters, publication on notice boards, etc) of how the policy is being communicated.

3

COMMUNICATIONS

3.1 Club provides each participant/performer with a 'Welcome Pack' which includes key club information and contact details.

SUPPORT

- Sight of the Club Welcome Pack.
- Feedback from membership about the Welcome Pack.