



## **COACHING COMMITTEE**

### *Report to Management Committee*

---

Meeting of  
**COACHING COMMITTEE**

Held on 11<sup>th</sup> November 2006 at the Waverley Hotel, Crewe

Management Committee is asked to NOTE:

**06/39 Pilot Athlete Review.**

A pilot review of a British Orienteering Summer Tour by Alan Goodall had come to the conclusion that British Orienteering is 'providing what we intend to for juniors on tour'.

**06/43 British Orienteering Code of Conduct**

A Code of Conduct for British Orienteering Coaches was adopted and will be published. Coaches will be required to sign up to abide by this.

**06/43 Coaching Award Scheme.**

The term 'licence to practice' will be adopted to designate those Coaches who have fulfilled all aspects of British Orienteering Coach accreditation. i.e. been assessed at the appropriate level, signed up to the code of conduct, obtained a valid Disclosure, has successfully attended an appropriate First Aid course and is a member of the British Orienteering Federation.

**06/45 Chasing up of coaches qualifications by Regional Reps.**

The Regional Association Coaching Committee Representatives are assisting with the revalidation of lapsed member coaches and the updating of the British Orienteering Coaches data base.



## COACHING COMMITTEE

MINUTES (11/11/06)

---

Minutes of the meeting of  
**COACHING COMMITTEE**

Held on Saturday 11<sup>th</sup> November at the Waverley Hotel Crewe.

**06/36 Chairman, welcome and introductions, attendees.**

Present: Keith Marsden Chair, Mike Hamilton British Orienteering Chief Executive, Phil Brown SCOA, Steve McLean NWOA, Ruth Lockley WMOA, Ursula Oxburgh EA, Linda Thornton NEOA, Heather Burrows WOA.

In attendance: Derek Allison Director of Coaching/NNAS, Vicky Thornton Coaching Manager

**06/37 Apologies for absence.**

Helen Pearce SE, Ben Chesters SWOA, Hilary Palmer EMOA, Peter Christopher British Orienteering Vice Chairman, Jim Clarke BSOA and

Corresponding members: Gregory McCann NIOA, Stewart Caithness SOA

**06/38 Minutes of last meeting for approval.**

The minutes of the last meeting were approved.

**06/39 Matters arising not covered elsewhere in agenda.**

Lagganlia: The committee agreed that the policy for 'two juniors from each region to attend' could remain but it was noted that it was difficult for some regions to find two juniors who met the selection criteria and it was therefore not easy to fill all 24 places available to juniors nationwide.

The criteria must be very clear - if a Championship or Gold time is needed the level of event must be specified i.e. at least gold badge standard (3 golds not just one) at 14 (i.e. National /championship events not just JW/M4). There has to be the possibility that the best in UK can go to Lagganlia even if that means 4 or even 5 from one region.

Those late entrants to the sport who could just miss out (especially if they have autumn birthdates) who show promise should get the chance of the 14s or 15s tour when they are 15 or 16.

Derek Allison summed up saying that: “the selection used for 2006 was the right ‘direction’, and that selectors should be able to use the information supplied to them from the regions to make fair and reasonable selections”.

Keith Marsden added that there would be further discussion at the Regional Squads weekend. **Action DA**

### **Summer tour report summary of lessons learned, appendix 1:**

The committee agreed that the lessons learned document was of interest and useful however it was noted that the statement: “Many athletes were reported to be stressed and felt that everything was being assessed for their Start selection next year” - was limited to a minority of athletes on one tour.

There was a general discussion about the need for selected tour members to be made aware by coaches/team managers of necessary pre-tour preparation. The committee agreed that although the letter was clear; it was being ignored. It was important that every effort be made to alert tour members of their responsibility as an individual to embark upon the tour in a fit state to be able to fully participate for their own and other peoples benefit. It was agreed that this needs to be emphasised at the Regional Co-ordinators meeting. **Action DA**

Mike Hamilton proposed that a formal agreement should be drawn up between the athlete and coach to be signed by the athlete, parent/guardian and coach. Derek Allison said he would talk with Nick Barrable with a view to bringing a draft document to the Regional Coordinators meeting. **Action DA**

### **Alan Goodall’s feedback report, see appendix 2.**

Mike Hamilton had requested feedback directly from the athletes rather than via the coaches on the tour only. It is evident from the findings that we are providing what we intend to for the juniors on tour.

As the funding is for ‘World Class athletes’; we do look for a commitment from juniors after the ages of 14-15.

Phil Brown pointed out the necessity for a lot of care to be exercised in compiling questionnaires with regards to the nature and wording of questions in order to ensure that they are not asked in a ‘leading’ manner so youngsters give distorted answers. He added that there could be some more effective questioning about ‘the coaches and the actual coaching’ provided as opposed to the facilities and the cooking.

Ruth Lockley added that: “youngsters need to be in an atmosphere which enables them to feel comfortable with giving both positive and negative feedback”.

Mike Hamilton concluded that the mechanism of gathering of information is important; there are currently few feedback loops within the Federation. Although coaches should be obtaining

feedback directly from the athletes it is important to have a feedback mechanism independent of the coaches directly from the athletes themselves and it is evident more work can be done in this area next year. Feedback enables us to learn and develop.

Derek Allison said that he would go through the questionnaire with Nick Barrable and prepare 'briefing notes' on the nature of the questioning. **Action DA**

**06/40 Update on Funding.**

The 'Start' budget for 2007 is similar to 2006 and therefore the same or a comparable level of support for athletes can be provided.

The Coaching budget is also the same but the main use of the money available in 2007 will have to be towards UKCC. It was noted that the Management Committee has agreed to allocate £10,000 from the contingency towards UKCC. Some extra Government funding may become available in April to help to support Phase 3 sports, of which Orienteering is one.

**06/41 Coaching Conference.**

February 2<sup>nd</sup> to 4<sup>th</sup> 2007, venue National Sports Centre in Lilleshall, near Newport, Shropshire.

Derek Allison and Vicky Thornton confirmed that the agreed and advertised theme for 2007 is "Coaching within the Clubs and Regions". The conference will look at current good practice, what developments are taking place now and what more could be done. The conference will consist of a blend of practical activities combined with presentations, workshops, and interactive discussions.

We are still looking for those with fresh ideas and who are actively involved in developing the coaching and training scene within their own club. Hilary Palmer has been asked if any Regional Development Officers can assist.

Graham Gristwood has offered a presentation on OCAD for coaches and it is hoped that he will be in a position to attend.

Other suggested names to be contacted: Dave Gittus – "Trail O". Alistair McKenzie CLOK and/or Paul Frost ECKO – "Route gadgets". Liz Furness and Linda Thornton - Taking your squad abroad and risk assessments. Phil Brown may be in a position to speak on – Curriculum changes with reference to orienteering.

It was agreed that work needed to be done this month in order to put together a programme to be circulated, for the Conference.

**Action VT/DA**

**06/42 Management Committee feedback;**

No report from Peter Christopher had been received; Derek Allison

reported that the most important point to note is that Management Committee has agreed to put £10,000 towards the development of the UKCC.

Disclosures for British Orienteering: Vicky Thornton explained that the Management Committee had recently made a decision that British Orienteering would no longer accept disclosures undertaken for other organisations even if they were less than one year old. People/coaches would, in future, have to obtain disclosures on behalf of British Orienteering. Mike Hamilton went on to explain that 'if any 'body' puts you to work, (each Club, Region or British Orienteering) technically they should obtain a disclosure for you'. However Mike Hamilton proposed and the committee agreed that British Orienteering needs to clear coaches centrally to avoid the necessity for clubs and Regions to obtain them. It was agreed that procedures and guidance on the website was needed for clubs with regards to disclosures. It was also agreed that it would be a good idea for confirmation be given to clubs as to which coaches have obtained British Orienteering disclosures. **Action MH**

Following on from the discussion about disclosures; Mike Hamilton raised the idea, in line with some other sports, of introducing the term "licence" to our coaching qualification scheme. He outlined the need for coaches to be "licensed to practice" only if they held all the necessary valid certificates according to their British Orienteering Coaching Award Level. It was agreed by the committee that his suggestion be adopted with immediate effect. Vicky Thornton agreed to write a letter to be sent to all coaches outlining exactly what this meant and how this would be implemented. **Action VT**

It was recognised that there is a need for further improvements to the existing database and that such improvements would greatly assist with the management of coaches' qualifications. Vicky Thornton voiced her desire for quotes for this work to be obtained ASAP so that consideration could be given to improving what exists. It was also clearly recognised we can only move at the speed that the available man power and/or funds allows. There was concern over the inability to record the 'full date' on the database as opposed to just the 'year date' with the current method of the recording of the coaching qualifications. **Action MH/VT**

**06/43**

### **Coaching Award Scheme.**

**Level 1 Resource CD** produced by Hilary Palmer and Pauline Olivant: Derek Allison proposed that this be sold to candidates on Level 1 courses along with their certificate, the committee agreed. It was agreed that Derek Allison should decide on the cost in consultation.

**PMN** The Level 1 Certification fee will rise to £7.50 from 1<sup>st</sup> January 2007 including the Resource CD. Bulk Certificates to the same address would have a reduced fee of £6 **Action DA/VT**

### **British Orienteering Code of Conduct see appendix 3**

Hilary Palmer has drawn up a proposed British Orienteering Code of Conduct in order to replace the current SportscoachUK document.

The committee agreed that this was good and should be advertised on the British Orienteering website. It was also agreed that Coaches had to 'sign up' to abide by the Code.

Heather Burrows suggested that the wording of: "be discreet in the handling of any information about athletes and coaches" also include not just athletes and coaches but all personnel. Hilary Palmer had pointed out that British Orienteering needs a participants Code too which would cover this area.

The Committee felt that there was a need for a junior information leaflet about what to juniors should expect from their coaches.

**Action DA**

### **Red Cross First Aid Agreement**

Derek Allison will speak to the Red Cross in order to update the agreement for 2007. The cost of the cost to candidates has however already increased from £65 to £75.

**Action DA**

There is currently one 1<sup>st</sup> Aid course arranged for next year to be held at Shugborough Outdoor Education Centre, Stafford on Feb 2nd-4<sup>th</sup>, it will be subsidised from development funds and there may still be some places available. This will be the only course to receive funding from British Orienteering next year. Red Cross/British Orienteering course can be arranged but the funding for them shall have to come from the regional associations or clubs. **Action VT**

Nev Myers and Linda Thornton informed the committee that they plan to arrange a joint 1<sup>st</sup> aid course in 2007.

**Action NM/LT**

### **Level 2 Award First Aid Requirement**

It was unanimously agreed that, commencing April 1<sup>st</sup> 2007, in order for Level 2's to be "Licensed to practice" all Level 2's (both 'old'- Instructor's award and 'new' 1<sup>st</sup>4sport award holders) shall be required to have a valid '4 hour, including the emergency element', 1<sup>st</sup> Aid Certificate. In future this requirement shall be requested in the 'licence to practice' request letter and recorded on the database.

Although it had previously been agreed that coaches (Level 2 and above) who had allowed their 1<sup>st</sup> Aid qualification to lapse could still run coaching sessions providing that they ensured they have a 1<sup>st</sup> Aider on site and that they made efforts to renew their 1<sup>st</sup> Aid ASAP. It was unanimously agreed that a deadline should now be given to those coaches still without a valid 1<sup>st</sup> Aid certificate.

It was agreed therefore that a letter be sent to all coaches outlining this policy. For all coaches Level 2 and above to have the British Orienteering "Licence to practice"; a valid 1<sup>st</sup> aid qualifications (to the required minimum hours for the relevant Level) must be in place by April 1<sup>st</sup> 2007. After this date those coaches Level 2 and above still with no valid 1<sup>st</sup> Aid certificate will not be "Licensed to practice" by

British Orienteering.

**Action VT**

On Mike Hamilton's request it was also agreed that: in the interim period; i.e. from now to April 1<sup>st</sup> 2007; coaches running sessions while holding no valid 1<sup>st</sup> Aid qualification would still be 'Licensed to practice' providing they have a qualified first Aider on site. These coaches are requested to ensure that 'their' first aider is made fully aware of their purpose, role and responsibilities for the duration of each coaching session; this can only be achieved by the coach asking the first aider to sign a note/letter, written by them, to this effect.

**Action VT**

### **British Orienteering membership changes for coaches**

The committee discussed the issue of coaches' membership to British Orienteering. It was agreed that: there is still no requirement for Level 1's to be British Orienteering members, Level 2's in order to be "Licensed to practice" shall be required to be a minimum of a Local British Orienteering Member (LBM) and Level 3's, 4's and 5's in order to be "Licensed to practice" must be a National British Orienteering Member (NBM). A letter to be sent all coaches.

**Action VT**

### **2007 Level 2 Courses**

Tutors can continue to run Level 2 training as currently except that they will not be able to access the 1<sup>st</sup>4sport L2CCO Resource Packs. We are currently developing training packages for teachers and those working in outdoor centres; any training in the interim period will be credited towards any future awards. Levels 1, 3 & 4 continue as usual).

**Action DA**

**UKCC update.** Derek Allison reported that there has been a recent meeting of the UKCC source group. Celia Watkinson and Pauline Olivant start to develop a programme of work for those introducing the sport in schools as part of their Development work. When that is completed they will develop a more advanced module course suitable for GCSE teachers. Phil Brown will simultaneously be developing work programmes for those working in Outdoor Centres.

These developments will lie outside the proposed UKCC but credit towards such awards.

Work on a time line and costing to accompany the draft Delivery Plan was continuing.

**Action DA**

It was noted and agreed by the committee that 1<sup>st</sup>4sport would continue as British Orienteering's Awarding body.

**Action DA**

**Orienteering Incentives Scheme.** The committee thanked Steve McLean for his Incentives schemes summary - see appendix 4.

06/44

### **Regional Junior Squad Coordinators Seminar**

It was noted that this is to be held on Dec 2<sup>nd</sup> at St Michael's, Hathersage, 23 people had already indicated they would attend and only 2 regions had not yet committed. Derek Allison warned that

there was a long agenda!

06/45

### **Reports from regions.**

#### **SCOA – Phil Brown**

Regional junior squad, I am very happy with the coaches. Dave Rogers is keen to be (and needs to be) qualified as level 4. Colin Hicks has done his level 3 training and is awaiting level 2 and 3 assessments.

For the first time we had to cancel a proposed level 2 course as only one attendant paid. Level 3 course arranged at the end of Nov.

Coaching day I think went well. 180 active people (up to 20 assistants, helpers and sun worshipers)

#### **EAOA - Ursula Oxburgh**

Since the last meeting EAOA has nearly one Level 4 coach, one new Level 3 coach and one new Level 2 coach

Lapsed coaches whom I have contacted have been unwilling to renew their coaching qualification. I am working through the list of EA coaches to remind them about out of date 1<sup>st</sup> Aid and CRB disclosure.

NOR has lost a Level 2 trained teacher to AIRE and now has no one willing to put on any coaching.

SOS is offering coaching before events; I have not heard how well this is working.

WAOC continues to offer coaching for juniors at all its C4 events and some SMILEs; this moves keen juniors through to EAJS at reasonable speed.

HAVOC, SMOC and SUFFOC have not reported any coaching initiative.

#### **NWOA– Steve McLean**

##### **General**

Independently arranged a 2 day first aid course held in July attended by several SROC, SELOC and LOC members and some outdoor centre staff.

Several level 1 courses in Lancashire and Cheshire. Delegates actioned to deliver sessions to children and organise school festival, progress to youth games, o-zones and club events.

##### **NWJS**

Squad attracts plenty of juniors. 50% achieved gold standard in 2006 races (more when 2005 included). Fitness test, including agility, strength, suppleness, timed run, VO2 held twice annually. Personal coaches as contacts between squad weekends. 4 coaches now or close to becoming level 2. 2 junior reps help, for example, with grant

applications. Looking to do Clubmark.

Problems with overly packed calendar and would help if races such as YBT kept to same weekend each year or publicised further in advance.

Huge discrepancy in badge time calculations. Particular problems seem to be JM/JW5

### **SROC**

Continues to build on its Clubmark status. 1 session per month for 12 juniors from age 8 to less experienced 14's. Some NWJS join in for easier session. Additional suitable training areas sought. Junior rep on committee is great help.

Other reports requested at October NWOA club delegates meeting and in minutes but none received

### **NEOA – Linda Thornton**

2 maybe 3 Level 1 coaching courses planned for next year.

Chasing up participants of Level 2 courses to complete folders and be assessed.

2 Level 3 coaches have renewed, on lapsed Level 3 would like to be reassessed.

CLOK has won a Sports Science award which has resulted in 25 elites, promising juniors, and good club orienteers attending a series of 4 Sport Science Lectures with physical assessments to follow in the spring.

Schools coaching in the region is still increasing CLOK's School League regularly has 400+ competitors, NATO are now actively going into schools to coach and create links. Several 6th form colleges are showing interest in coaching and being mapped.

CLOK has run this autumn (and is repeating it next year) a 4 sprint series aimed at juniors but open to all followed by open coaching sessions. This has brought in school juniors as well as club and in several cases teenagers who happened to be in the park and ran.

NATO and CLOK are discussing junior training with NEJS and creating a supportive coaching plan.

We hope to put on a Junior Leader Training in the Spring.

### **SWOA – Ben Chesters**

With regards to the chasing up of coaches qualifications: I've noticed that some coaches qualifications are considerably "out of date", while others have only certain elements with which there is an issue, and others are fine. Since then I have spoken to some of the people involved when I have seen them at events, but have not yet found time, to have a concentrated e-mail/phone/letter session yet.

I'm pleased to say that we've got 4 athletes in the start squad, which is more than we've had for a few years and shows that the squad is

contributing to the development of some good athletes.

Many of our training days / weekends are now combined with days organised by various clubs within the region. This is proving successful as it takes the pressure off me and other squad coaches (in terms of organising, planning etc), and reduces "fixture congestion" a bit. But also it enables juniors who are currently too young to join the squad to see the squad in action which, hopefully, will encourage and make it easier for them to join the squad when the time comes. The other benefit is proving to be that a number of parents are coming to these days with the younger juniors - eventually they end up helping (shadowing, control collecting and hanging etc) and some are now becoming a more regular part of the squad "team".

### **SEOA – Helen Pearce**

First aid course held @ Hudnall Outdoor centre, at the end of September. As usual the accommodation was great, and the Red Cross course was informative, stretching and fun. 10 coaches attended, 2 of who were new to this course.

2 Tutor assessors have run several level1, and 1x level 2, coach course during the summer autumn. No further courses planned until possibly January.

6 members of SEJS attended a summer training camp in Scotland or Scandinavia, 3 of who were subsequently selected for the WC Start squad. 4 SEJS members also represented England at the JHI's.

### **EMOA – Hilary Palmer**

I am chasing up coaches re their renewals especially of Disclosures, First Aid etc. EMOA clubs have been co-operating this autumn on a series of introductory coaching hours 10-11am at the start of District events with training kites and exercises in a small area so that people can do their CC course afterwards (and the coaches too). It has been very well received and we will be continuing it. Other regions may like to use the idea?

### **WOA – Anne Darlington**

I have written to coaches on the WOA list whose qualifications have expired or expire this year. Some, I fear, may not renew as they have not been involved in the sport for a few years. However, on a more positive note WOA is starting to increase its number of L3 coaches and, hopefully, will soon have 3 more than 12 months ago.

As far as development is concerned SCW will not provide funding for RDO's or programmes. Mair Tomos will continue to receive funding until the end of 2006 but after that the role of WOA Development Leader will cease.

Due to the future change in the school curriculum Wales have agreed to appoint a Schools Orienteering Liaison Officer to co-ordinate an all Wales initiative for the mapping of and instruction in schools. It is expected that schools will contribute to the cost of this.

Although no funding is available specifically for this reserves will be utilized. This initiative will be reviewed in August 2007.

### **YHOA – Nev Myers**

EPOC Jonathan Emberton was their coach but has now left the EPOC committee to devote time to his Phd. I'm not sure if he has resigned as a coach. They recognise the need to replace him - one for the new committee. They haven't held any coaching activities in the last 3 to 4 months. They tend to put on one specific junior coaching event per year. This aside there is a thriving school's orienteering scene in their area with frequent events.

SYO Jenny Johnson is leading on coaching for SYO. They have held two coaching sessions recently - both on Loxley Common, planned by Oli Johnson, Clare Leventon and Colin Best. They were aimed at developing juniors to cope with orange courses.

AIRE No response received to a request for information.

EBOR No club specific coaching has taken place over the last 3-4 months, though many of our juniors are heavily involved in the regional squad and some of our adults attended the squad training at Plumpton.

CLARO does not have anyone responsible for coaching at the moment and they do not have any qualified coaches. They have not done any coaching in the last 3/4 months.

Maria Mckenzie is hoping, at some time in the future, to do a course for the juniors and CLARO have been reminded of the need to use a qualified coach for insurance purposes.

HALO No response received to a request for information.

### **YHOA Junior Squad & General**

The new seasons programme has now commenced, with the first coaching day at Plumpton Rocks on the 28<sup>th</sup> October. A weekend in North Yorkshire on the 11/12<sup>th</sup> November and a day in West Yorkshire on the 16<sup>th</sup> December are included in the run-up to Christmas. No adult specific coaching has been organised, though local clubs are always welcome to attend squad training.

**WMOA** Ruth still to email her report

### **Chasing up of coaches qualifications by Regional Reps.**

It was noted that most RR's are making great in-roads into this; Vicky Thornton expressed her thanks for the work done to date.

Phil Brown pointed out that there are no disclosure 'ID checkers' for South Central. Vicky Thornton agreed to ask Amy Sarkies if we can put more checkers on the list. **Action VT**

Derek Allison confirmed that it would be fine for RR's to sight 1<sup>st</sup> Aid Certs and confirm with Vicky Thornton the valid to dates i.e. act as 1<sup>st</sup> Aid cert 'checkers'.

Phil Brown requested to know where the coaching logbook is on the

website.

**Action VT**

It was agreed that RR's are in a position to send written confirmation to confirm coaches' qualification details allowing Vicky to make updates on the database. Vicky Thornton to send to RR's a copy of Helen Pearce's useful spreadsheet in order to standardise this process.

**Action VT**

It was noted and agreed that RR's have the choice in cases, when applicable, e.g. where a coach has not been active for a long period to 'down grade' coaches a Level provided that the coach undergoes an observed session and provides the necessary supporting paperwork; session plan and risk assessment.

Derek Allison explained the importance of treating each individual case on its own merits and also that this system for updating qualifications is only being deployed in order to get active coaches back into the system and that therefore the valid to date for coaches updating in this manner will be given as 2007 so that the coach will have to undergo the 'normal' procedure sooner rather than later.

Ruth Lockley asked that if a coach had remained very active was it therefore reasonable to renew their coaching award to 2007. Derek Allison confirmed that that was fine.

The good work to continue.

**ALL RR'S**

**06/46**

### **Coaching Manager report**

Coaching days: Phil Brown reported that there had been 180 at Star Posts. The day had been very successful with lots of positive feedback coming back from those who had attended. With regards to the request for coaches to attend these days for free (or just pay the land access fee) it was agreed that all coaches should, in future, pay to attend.

**Action VT**

Lakeside; Vicky Thornton reported that 11 regions are due to attend. James Williams has completed the planning. Numbers to be finalised and final details to be sent out.

**Action VT**

Coaching Courses. Phil Brown offered to send his available dates for running a Level 3 course down South. Vicky Thornton to contact Jeff Butt to agree on a suitable date.

**Action PB/VT**

Coaches Kit: The second lot of Orders have been delivered and were well received although it has been noted that all the fleeces are on the small side people should order one size larger. The next kit orders are due by November 30<sup>th</sup>. 'Gilletts' for clear identity for coaches are also now available.

**Action VT**

Autumn Newsletter: This had been well received. Vicky Thornton explained that she is aiming for better communication with, and more feedback from the coaches. Nev Myers suggested that the newsletter was sent this out to the Regional Squad Managers and this was agreed.

**Action VT**

Coaching Clinic. Vicky Thornton informed the Committee of her

intention to hold another of these at an appropriate event. The National Event at Whitbarrow Scar on March 11<sup>th</sup> and /or the JK 2007 were suggested as good venues. Vicky Thornton to organize and enlist the assistance of coaches for this. **Action VT**

Nominations for the Peter Palmer British Orienteering Coach of the Year Award 2007 are normally submitted around this time but Vicky reported that she has currently received none. Nominations were due by January 16<sup>th</sup> 2007 and this date and the details for nominations have been advertised in Focus. **Action VT**

Keith Marsden informed the committee that Carol Lovegrove of Happy Herts the current holder of the Award has just had a baby girl – the committee sends their CONGRATULATIONS!

The necessity for database improvements, 1<sup>st</sup> Aid courses and coaches qualifications had already been covered.

Vicky Thornton wished to thank the organisers Keith Marsden and Andrew Thornton for their work with the two successful 1<sup>st</sup> Aid courses held in the South.

**06/47 Junior Competition Steering Group.**

No report as the meeting will now be held early in 2007.

**06/48 Development Committee Report.**

The minutes are available on the website. Keith Marsden explained that he had received an email from the Committee to ask: “do the Coaching Committee’s current terms of reference accurately reflect what it does?” Keith Marsden asked therefore for the current roles and responsibilities of the Coaching Committee document to be circulated for comments to be sent to him. Keith Marsden handed a hard copy of the document to Derek Allison. Vicky Thornton requested (and Keith Marsden agreed) that she post up the updated document, when available, on the website under ‘coaching committee’. **Action ALL**

**06/49 National Navigation Award Scheme report.**

It was expected that the NNAS become a Limited Company by the end of the year; registered in Scotland the Office location. Moderation visits are about to be undertaken and plans to employ a Development Officer on a contract basis were being pursued.

**06/50 British Schools Orienteering Association report.**

Due to the clash with the BSOA AGM; no report had been received.

**06/51 Director of Coaching. (matters not covered elsewhere)**

None

**06/52**

**Any other business**

Mike Hamilton had two further points to make:

Coaching is very organised; however the Federation doesn't currently invest very heavily in any of the other important and necessary areas (e.g. planners, controllers and mappers), therefore, I wish to make it known, that next year the expertise developed by coaching may be called upon to help other areas.

Also you all need to be aware that you may not have as much of Derek Allison's time in the future due to the need to develop and deliver work with regards to the World Class Programme; e.g. He may not have as much time to work on matters such as UKCC".

**06/53**

**Dates of next meetings.**

Start time of future meetings agreed as 12.00 noon. The venue to be changed to Carrs Lane, Birmingham.

17<sup>th</sup> March, 2<sup>nd</sup> June, 10<sup>th</sup> November

**NB** the March meeting has been put back one week to avoid the clash with the Coaching Day

**NB** the June meeting has been brought forward to avoid the WOC Selection Races, JIRC, Scottish, Twin Peaks. It does 'clash' with the Harvester which will be held later that day at Beaudesert, Cannock. Putting it back would impinge on the World Masters and French 5.

## Summer tour report summary of lessons learned, appendix 1.

### NB 2006 Tour Recommendations

Planning ahead and in good time, having a good flow of prompt communication, sending and receiving of information/forms/selections is vital to the whole tour process and is paramount to the smooth running. 2006 seemed good for this overall but I cannot stress its importance enough in the overall scheme.

After a number of e-mails and some debate, 2007 tours will return to the same venues, all in the one and two weeks before the Scottish 6 days. The venues overall seemed suitable, with Halden needing access to the washing machine, which is being sought and Lagganlia having a better mix of buildings for 2007 now – already booked.

I will produce a standard kit list for weekends/file which can act as a checklist for athletes when packing. Maybe two would be more appropriate – UK domestic tours and weekends and foreign – will circulate provisional list ideas.

Uppsala Tour did not attend any races which was seen as less than ideal. There are small races happening all the time, particularly in the Stockholm region which would have meant an hours drive, but knowledge of Swedish and where to look is necessary. NB to sort races for 2007.

Maps – ideally the OCAD files are sought and used to pre-print training courses. Where this is not possible (due to club restrictions on the file), then the maps can be mailed or collected (Jukola pick-up used for Uppsala), so some of the pre-marking/planning can be done in advance.

Car Hire – It should be noted that we generally do not accept extra insurance on hire vehicles, especially with AVIS. One tour did this on all their vehicles and ended up paying 600gbp extra in insurance. This sort of thing should be noted in a TM/LC tour handbook/info pack. NB to look into producing one.

British Airways group booking seems the way forward – 10 or more, cheap and flexible, small initial deposit. You can book early and give them the names later. Will be investigated/used in future.

Numbers – various comments were made about having enough staff as not to make them too tired to coach affectively. It is hard to justify the need for more staff when the ratio is 2 athletes to one staff.

Athletes going abroad should have TBE injections.

It should be made clear what the aims are at the start of each tour. Many athletes were reported to be stressed and felt that everything was being assessed for their Start selection next year. Some suggested to select the new Start squad before tour. I think it is fine as it is.

Halden tour went without a cook despite many having been found and consequently dropping out. This should not happen again and teams should be in place in the early part of the year.

Tour-O Tops. BOF cannot be seen to be merchandising (there are VAT issues) and I propose the cost of the tour top to be incorporated into the budget – ie 20gbp extra. This may cause problems if coaches want a top. Either the coach fails to claim 20gbp of their travel expenses or an alternative to the traditional (often expensive O-tops are sought – ie a printed Craft Technical T-shirt with Tour name and year can be made for c. 15gbp allowing all staff and athletes a top. This was done for staff only at Glenmore and did not have the year on it – and was greatly appreciated, everyone buying one.)

I propose a line on the expenses claim form “Claims should be submitted within 2 weeks of an activity where possible. Claims submitted 2 months later will only be authorised in extreme circumstances. Please allow up to 6 weeks to receive your money.”

Alan Goodall's feedback report, see appendix 2.

## **BOF Summer Training Tour Pilot Survey 2006 – REPORT**

*COMPILED BY ALLAN GOODALL – LEVEL 3 BOF COACH WITH BASOC - AFTER SURVEYING ALL TOUR PARTICIPANTS*

This Report has been written with the following sections –

- Summary of findings
- Highlighted comments from individual athletes
- Explanation of the methodology I adopted in seeking and interpreting feedback
- Table of responses gained from participants' questionnaires
- A blank copy of the questionnaire I used

### **SUMMARY OF FINDINGS**

This summary is the compiler's personal interpretation of the athletes' responses and comments and it is possible in some areas that the questionnaire results may be open to other interpretations.

An overall satisfaction level with Badaguish 2006, from the athletes, of 83% seems very pleasing and reflects well on the preparation, delivery and inter-personal skills of the organisers, coaches and support staff.

It is most encouraging to find that the section with the highest satisfaction level (89%) is "TRAINING" – closely followed by "COACHING" (86%). I feel pleased with the way that these figures reflect on the essential purpose of this camp for TRAINING and on the work of the COACHES.

The area giving least satisfaction to participants in this tour was PRE-TOUR ARRANGEMENTS, with only a 56% satisfaction score being given for pre-tour information, and concern being repeatedly expressed that selections were not reliably announced to individual athletes before they were posted on a website – so that participants often learnt of their selection from a "3<sup>rd</sup> party". A number of the athletes recommended that a KIT LIST ought to have been sent out. The best item in this section was ASSEMBLY ARRANGEMENTS (mainly meeting in the course of a train journey to Aviemore) which seemed to satisfy or please everybody.

The highest scoring individual item on the questionnaires turned out to be ACCOMMODATION with a score of 99%. One person rated Badaguish's accommodation as "good" and everyone else seemed so delighted with their quarters, furnishings and environment that they rated it as "great".

Re-reading the comments of these M/W15s I am impressed by the thoughtful quality of the contributions and I trust that their views will be helpful in informing -

- their own training and orienteering races in future;
- the programming of future training camps;
- the ongoing development of coach education.

The questionnaires seem to illustrate not only that the coaching and training here was purposeful and successful, but also that the young people involved have a good and developing grasp of orienteering and its techniques.

## **INDIVIDUAL ATHLETES' COMMENTS WHICH I HAVE CHOSEN TO HIGHLIGHT**

Almost all of the 18 young people who filled in the questionnaires added some comments or free text as well as the scores they put down. I have selected the following comments because they seem representative both of what was written and of what was said to me by the athletes on the last evening of their camp.

**THE SELECTION PROCESS** – *“Athletes should know that they are selected BEFORE the list goes out on a web page – We should get individual letters FIRST – It would be nice to find out BY POST- We should NOT have to hear it from other people who have been on the internet.”*

**LEVEL OF PERSONAL FINANCIAL CONTRIBUTION** – *“I received grants from most associations/clubs that I applied to – I got grants from my club and my regional squad too – (I had to pay everything) – My regional association contributed.”*

**ASSEMBLY ARRANGEMENTS** – *“Really good – Very well organised – It worked well because you met people on the way up – BOF was good at changing travel arrangements”*

**PRE-TOUR INFORMATION** – *“The information told us all we needed to know – We could have been given more information about the areas to be used – The final details came out late – We weren't always sure what was needed and had to ask – No kit list for athletes! I would like a kit list.”*

**ACCOMMODATION** – *“The rooms were very nice and well furnished – a good environment and a friendly atmosphere”*

**THE FOOD** – *“Excellent and good variety and plenty of it – really enjoyed it – good cooking – a good selection of foods – more pasta next time?”*

**THE AMOUNT OF FREE TIME** – *“Quite good – we had as much as we needed – some evenings we didn't have enough – could do with a bit more – we were here for orienteering and free time was a bonus – after orienteering there was enough free time – not enough free time if it was your turn to wash up etc.”*

**THE AMOUNT OF CHORES TO BE DONE** – *“Fair enough – It was what I expected – everyone did the same amount and it was fair – shared equally – the number of people there meant that everything got done – we had different assignments every day; quite a good system, I thought.”*

**EVENING SEMINAR SESSIONS** – *“I found the lectures and discussions very helpful and interesting – they helped me a lot and I learnt new things – very good but they “went on a bit” – I learnt loads but they do take up “free time” – the CONCENTRATION one was ace! – I would have liked more individual coaching instead.”*

**THE QUALITY OF THE MAPS** – *“Accurate maps – good except on one of the days – I would prefer maps at 1:10,000 scale – the Lossiemouth map had forest boundaries which were badly mapped – the Lossiemouth map should be updated.”*

**THE QUALITY OF THE TERRAIN** – *“Excellent areas – couldn't have had better – I loved the variety of terrain – I didn't enjoy the spiders' webs!”*

**THE LOGISTICS OF THE TRAINING EXERCISES** – *“I thought it was fine – there was no hanging around – but, at the start of training people have to wait quite a long time to talk with a coach because there are a limited number of coaches.”*

**WAS THE AMOUNT OF TRAVEL APPROPRIATE TO THE QUALITY OF EXPERIENCE?** – *“Definitely – the areas were worth travelling to and we got some time to socialise in the minibus – Lossiemouth was worth the hour's drive – the travel was “short” for the quality of the areas.”*

THE TRAINING EXERCISES SET – *“Helpful and they allowed me to develop specific skills – loved the freedom – great planning – I found them useful and will now use them more often – they had been planned well – good, and sometimes quite taxing.”*

BRIEFINGS BY THE COACHES – *“Good – short and informative – told you what to aim to do throughout the day.”*

FEEDBACK FROM THE COACHES – *“You had to ask for feedback – not much individual feedback, but what we got was good – very encouraging – they were usually there to help and to go through courses with us.”*

WHAT COULD BE DONE TO MAKE IT AN EVEN BETTER EXPERIENCE FOR NEXT YEAR’S GROUP? – *“You might allocate certain people to a particular coach each day and then rotate the groups on following days so that the coaches get to know every athlete – have different coaches with different people because each coach gives different feedback – more pairs or group exercises or relays – more teamwork – more small races in the afternoons – better, more modern and stylish O-tops with our names on – don’t spend as much time on THIS feedback next year.”*

ANYTHING ELSE YOU WANT TO MENTION? – *“Coaches should not try to “make everyone the same”. Everyone is different and you can still be a good orienteer even if your life does not revolve around the sport. We do not have to acquire a “typical” orienteering personality.”*

*“You can still be good at orienteering even when you don’t know all there is to know about “the world” of orienteering.”*

*“It was great! – Fantastic! – Making video films of us running is a really good idea and shows up both problems and successes – the Tour was great! – I have had a fantastic time at Badaguish!”*

### **THE METHODOLOGY USED IN SEEKING AND INTERPRETING THE FEEDBACK**

- (1) MY BRIEF: At quite short notice before Badaguish 2006 Derek Allison e-mailed to me a rough draft of questions to be asked of the athletes on their last evening at the training camp. He stipulated that the questions should be put to the young people – but not in the presence of their coaches. A moderate amount of negative criticism might be acceptable, but the young people were to be asked to make positive and constructive points wherever possible. The end result was to be a report of their views – drawing attention to what was unanimous, what was a majority view, and what seemed a significant minority view.
- (2) MY ACCEPTANCE OF THE TASK, WITH A PROVISIO: I e-mailed back to say that I would undertake the task with the “ethical” proviso that the coaches must be aware of what was going to happen before I turned up – and preferably they should be aware of this process before the start of the camp. In the end, it seemed that I did not need to be overly concerned about this – they were already expecting me when I telephoned on Wednesday of “Badaguish 2006” to make an appointment to see all the athletes on the Friday.
- (3) THE QUESTIONNAIRE: I classified Derek’s questions into SIX AREAS – Pre-Tour, Domestic Arrangements, Training, Coaching, The Future (Ideas for next year) and “Anything Else?”. Then I tried to clarify and refine his initial points, added a scale of 1-to-5 to most of the questions and some instructions on how to fill the document in. I made the decision that the papers would be filled in anonymously and that no personal names or identifiers would appear in my report. Printed off enough copies to take with me. With

hindsight, I think that several of the questions need to be clarified further – especially “Level of personal contribution” and “The logistics of the training exercises”.

- (4) **MEETING THE PEOPLE INVOLVED AND INTRODUCTION:** The staff of “Badaguish 2006” kindly invited me to Friday evening dinner at the camp – a good one it was too (Thank you!). The atmosphere at dinner was friendly and relaxed in what appeared to me to be an entirely age-appropriate manner for M/W15s. During conversation at dinner I deliberately avoided any discussion of the “How has the training camp gone?” variety, as I did not wish to colour my views or anyone else’s before seeking feedback properly. Soon after dinner the athletes were left with me in their big meeting room and I checked through a list of participants to see that they were all present. We sat round in a big circle. I introduced myself and explained what I had come to find out and why. I gave instructions on how to use the scale of 1-to-5 in the questionnaire. We discussed briefly what was the difference between destructive and constructive criticism and I asked them to add positive points by way of comment on their forms. I told the athletes that this is a pilot feedback exercise and that their responses could well influence future training camps and coach education. The preamble and explanations took 15 minutes.
- (5) **FILLING IN THE QUESTIONNAIRES:** I asked the athletes to work together in small groups of two or three whilst completing the questionnaires so that they could clarify the questions and their responses by speaking with each other. They completed that task in 15 minutes. The widespread use of pre-marked maps for training seems to have reduced the number of pens amongst the participants and we had to search around to find enough pens before we started. I will take some with me if I do this again.
- (6) **GROUP FEEDBACK:** We then reassembled in a circle and I collected the numbers of “fives, fours, threes, twos and ones” scored for each item, together with some discussion, whilst one of the group recorded the average score for each item. This took 35 minutes so that the total time for the feedback exercise was 65 minutes. I had aimed to complete it in no more than an hour. With hindsight I should have shortened this to 15 minutes of discussion and then combined the initial summarizing of their responses with my verbal feedback to the coaches and staff. I could have done this by providing to the coaches blank copies of the table of responses which follows this part my report – and then, keeping hold of the questionnaires myself, I might have read to the coaches the scores given for each item so that could “tally” them into the table.
- (7) **INITIAL VERBAL FEEDBACK TO THE STAFF OF THE TRAINING CAMP:** After I had collected in the questionnaires and thanked the athletes for their contributions, I took the forms across to the other building where the staff were waiting for me and read to them the average score for each item and some of the comments and suggestions written on the athletes’ papers. This feedback took about 40 minutes and I think that the tone of the discussion was appreciative of the efforts of the staff and encouraging to them.
- (8) **PROCESSING THE RESPONSES:** At home I transferred the scores given onto the “table of responses” and then began to draw some conclusions to be written into this report.
- (9) **WRITING THE REPORT:** I had already decided on the type of sections to be included in this report. I built the text around the “table of responses” and upon what seemed to me to be significant comments and suggestions made by the athletes.
- (10) **CIRCULATION OF THIS REPORT:** I shall send this report initially to Derek Allison and I understand that it will then be forwarded to other interested parties. I hope that this will include all those who made Badaguish 2006 a success.

The athletes' questionnaire scores in the table below are on a scale of 1 – 5: with 5 being "great", 4 "good", 3 "it worked", 2 "could do with improving", 1 "big improvements needed".

<b>TABLE OF RESPONSES FROM THE 18 ATHLETES' QUESTIONNAIRES</b>									
<i>NOTE - the possible MAX. Total score for each item is 90</i>									
<b>VIEWS ON THE FOLLOWING AREAS OF BADAGUISH 2006 -</b>									<b>PERCENT</b>
<b>PRE-TOUR.....</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>yes</b>	<b>no</b>	<b>Total</b>	<b>SATISFACTION</b>
Selection announcement process	2	1	7	4	4	n/a	n/a	61	68
Level of personal financial contribution			4	12	2	n/a	n/a	70	78
Assembly arrangements			2	7	9	n/a	n/a	79	88
Pre-tour information		9	4	5		n/a	n/a	50	56
<i>Did you or your parents have other questions?</i>						2	16		16 said "no"
<b>OVERALL score out of 360 / percentage</b>								<b>260</b>	<b>72</b>
<b>DOMESTIC ARRANGEMENTS.....</b>									
Accommodation				1	17	n/a	n/a	89	99
The food			3	8	7	n/a	n/a	76	84
Amount of free time	1	5	6	4	2	n/a	n/a	55	61
Amount of domestic tasks or chores undertaken				10	8	n/a	n/a	80	89
<i>Could or should you each do more domestic tasks?</i>							8		8 said "no"
<b>OVERALL score out of 360 / percentage</b>								<b>300</b>	<b>83</b>
<b>TRAINING.....</b>									
Formal evening seminar sessions			4	8	6	n/a	n/a	74	82
The quality of the maps used		1		9	8	n/a	n/a	78	87
The quality of the terrain used				2	16	n/a	n/a	88	98
The logistics of the training exercises			2	6	10	n/a	n/a	80	89
<i>Was the travel appropriate to quality of experience?</i>						16	1		16 said "yes"
<b>OVERALL score out of 360 / percentage</b>								<b>320</b>	<b>89</b>
<b>COACHING.....</b>									
The training exercises set			1	6	11	n/a	n/a	82	91
Briefings by the coaches			3	5	10	n/a	n/a	79	88
Feedback from the coaches			5	8	5	n/a	n/a	72	80
<b>OVERALL score out of 270 / percentage</b>								<b>233</b>	<b>86</b>
<b>THE FUTURE.....</b>									
<i>What could be done to make it better next year?</i>						12		12	12 responses
<i>Anything else?</i>						15		15	15 responses
<b>GLOBAL OVERALL IMPRESSION OF % SATISFACTION TO THE ATHLETES.....</b>									<b>83</b>

# BOF Summer Training Tour Pilot Survey 2006 – Draft Version

*THIS VERSION WAS TRIALLED WITH MEMBERS OF THE BADAGUISH 2006 GROUP*

*WHAT ARE WE AIMING TO DO WITH THE INFORMATION GAINED?*

All the findings put together should enable us to produce a summary listing unanimous feedback, majority feedback and some individual feedback. The person compiling the "pilot" survey has decided that information will be collected anonymously and that no individuals will be named in his report.

It is common for people to have some negative things to say but we need positive feedback too! Please bear that in mind in making your responses. I hope to have time to talk with you about what you think – as well as collecting in your completed form and using the information in it.

*Please TICK your responses to each question on a scale of 1 – 5: with 5 being "great", 4 "good", 3 "it worked", 2 "could do with improving", 1 "big improvements needed".*

Feel free to add short comments as well as scores if this would make YOUR "feedback" clearer.

## What are your views on the following areas of Badaguish 2006?

### PRE-TOUR.....

Selection announcement process?

1	2	3	4	5
---	---	---	---	---

Level of personal contribution?

1	2	3	4	5
---	---	---	---	---

Assembly arrangements?

1	2	3	4	5
---	---	---	---	---

Pre-tour information?

1	2	3	4	5
---	---	---	---	---

*Did you or your parents have other questions?*

### DOMESTIC ARRANGEMENTS.....

Accommodation?

1	2	3	4	5
---	---	---	---	---

The food?

1	2	3	4	5
---	---	---	---	---

Amount of free time?

1	2	3	4	5
---	---	---	---	---

Amount of domestic tasks or chores undertaken?

1	2	3	4	5
---	---	---	---	---

*Could or should you each do more domestic tasks?*

**TRAINING.....**

Formal evening seminar sessions?

1	2	3	4	5
---	---	---	---	---

The quality of the maps used?

1	2	3	4	5
---	---	---	---	---

The quality of the terrain used?

1	2	3	4	5
---	---	---	---	---

The logistics of the training exercises?

1	2	3	4	5
---	---	---	---	---

*Was the amount of travel appropriate to the quality of experience?*

**COACHING**

The training exercises set?

1	2	3	4	5
---	---	---	---	---

Briefings by the coaches?

1	2	3	4	5
---	---	---	---	---

Feedback from the coaches?

1	2	3	4	5
---	---	---	---	---

**THE FUTURE.....**

*What could be done to make it an even better experience for next year's group?*

**ANYTHING ELSE?....**

## **Code of Conduct for Orienteering Coaches**

**Good coaching practice should reflect these principles**

### **Rights – Coaches must:**

- respect and support the rights of every individual to take part in orienteering
- create an environment of enjoyment which is free of fear, discrimination or harassment
- be discreet in the handling of any information about athletes and coaches

### **Relationships – Coaches must:**

- not engage in any behaviour which constitutes any form of abuse (physical, sexual or emotional), neglect or bullying
- promote the welfare of their athletes and discuss with the athletes, their parents/carers and other coaches the potential impact of the programme on the athlete
- take action if they have any welfare concerns about any of their athletes by following the appropriate procedures
- encourage athletes to take responsibility for their own development
- communicate fully with athletes and parent/carers the nature of the coaching programme and costs involved

### **Responsibilities (Personal Standards) – Coaches must:**

- be fair, considerate and honest in their dealings with everyone
- promote an image of a healthy lifestyle (do not smoke, take banned substances or drink alcohol whilst coaching or responsible for athletes)
- display high standards of language, manner, punctuality and preparation
- be a positive role model for athletes and other coaches
- promote respect for the environment

### **Responsibilities (Professional Standards) – Coaches must:**

- be committed to providing enjoyable and quality activities for their athletes
- follow the guidelines of the British Orienteering Federation for coaching activities
- be committed to ongoing development of their knowledge and skills

## Appendix 4 Incentives schemes summary:

### **Incentive schemes for participants, competitors, coaches and clubs**

Information provided by Steve McLean - 10/06

#### *Explorer Challenge*

- Designed for schools and colleges, outdoor activity centres, Duke of Edinburgh award scheme, orienteering clubs, uniformed youth organisations, youth services, Trailquest clubs (mountain biking)
- A five stage incentive scheme recognising participants' location of 10, 25, 50, 75 and 100 "checkpoints"
- Certificate and woven badge available at each level
- For more info see link on British Schools' OA website, [www.bsoa.org](http://www.bsoa.org)

#### **National Navigator Award Scheme**

- Devised by Peter Palmer as a non-competitive, personal performance scheme for all ages, to encourage people to be confident in their navigation in the countryside.
- Three levels – Gold, Silver and Bronze
- Bronze – navigation in the countryside using path's tracks and other linear feature involving basic map interpretation and compass work. Distance 2-5 kilometres
- Silver – Adds skills required to navigate to features and places some distance from paths and tracks eg accurate compass work and attack points. Distance 5-8 kilometres
- Gold – Adds skills for dealing with complex contour features, both large and small. Distance 6-10 kilometres
- For more information see [www.nnas.org.uk](http://www.nnas.org.uk)

#### **Young Navigator Star Award**

- Junior version of National Navigator Award Scheme for primary and secondary school children
- Three levels – Gold, Silver and Bronze
- Bronze – in the classroom, map concept, symbols, drawing your own map and following a route on it.
- Silver – in the gymnasium or school site, introducing the compass for orientation, developing spatial awareness and following a route on a map.
- Gold – following line features on a school or park map. Children organise and plan simple courses for one another, compass bearings and contour appreciation are developed. Leads into Bronze National Navigator Award Scheme
- For more information see link on [www.nnas.org.uk](http://www.nnas.org.uk)

#### **Colour badges**

- Mainstream orienteering
- Eight colours – White, Yellow, Orange, Red, Light Green, Green, Blue and Brown progressing in technical difficulty and/or length as you move through the colours.
- A participant qualifies for a colour by finishing within 1½ times the winner's time or in the top half of those who started on three occasions at a District event. A White award is available to anyone completing three White courses.
- Cloth badges available through club or regional association

#### **National badge scheme**

- Mainstream orienteering
- Four grades – Championship, Gold, Silver and Bronze.
- Championship requires completing three events within the winner's time + 25%. At least one of the events must include the British Championships or JK, with the other(s) being achieved at a National event.
- Gold, Silver and Bronze require completion of three Regional events or above within base time + 25%, 50%, 100% respectively. Base time depends on the number of starters and length ratios
- Certificates and cloth badges available from BOF badge scheme secretary
- For more information select "Badges" from the "Members" menu on [www.britisshorienteering.org.uk](http://www.britisshorienteering.org.uk)

#### **Coaching awards**

- Five level award scheme requiring attendance of the relevant course and some assessment. Some level 1 candidates are able to opt for non-assessment. Certificate available at each level

- Coach of the Year award
- For more information select “Coaching” on [www.britishorienteeing.org.uk](http://www.britishorienteeing.org.uk)

### **PESSCL certificate**

- Recognises a formal link between a school and a club when both parties have signed an agreement

### **Clubmark**

- Recognition that a club has key processes in place with respect to junior membership and participation. It is suggested that parents and schools will increasingly seek to join or link only with clubs that have achieved Clubmark

### **Other**

- Examples include some clubs offering certificates or other incentives, such as free entry to a local event, to those taking part in schools’ festivals or completing a permanent course
- Club of the Year award