



COACHING COMMITTEE

Report to the Board of British Orienteering.

Meeting of
COACHING COMMITTEE

Held on 13th March 2010 at Carrs Lane Church Centre, Birmingham, B4 7SX

The Board is asked to approve:

10/07 Risk Assessment

Approval is sought from the Board to allow the use of the new version of the Risk Assessment, as approved by the insurers, as soon as possible

The Board is asked to NOTE:

10/06 Feedback from the Board

A request was made for a timely response from the Board to the request for support for the proposed Regional Association's training camps.

10/07 Coaching Conference 2010

The success of the Coaching Conference held at Lilleshall in February 2010.



COACHING COMMITTEE

MINUTES (13/3/10)

Minutes of the meeting of COACHING COMMITTEE

Held on Saturday 13th March 2010 at Carrs Lane Church Centre, Birmingham, B4 7SX

10/01 Chairman, welcome and introductions

Present: Keith Marsden Chairman, John Woodall Board member, Christine Vince SWOA, James Clarke BSOA, Ursula Oxburgh EAOA, Linda Thornton NEOA, Nev Myers YHOA, Hilary Palmer EMOA, Dave Rogers SCOA, & Derek Allison Director of Coaching.

10/02 Apologies for absence: Mark Saunders WOA, Jon Carberry NWOA, Don McKerrow SEOA, Mike Hamilton British Orienteering Chief Executive

Corresponding members:

Sarah Dunn SOA, Ray Finlay NIOA,

10/03 Declaration of Interest (2010)

KM made a request for committee members to submit a Declaration of Interest for 2010 as soon as possible.

ALL

10/04 Minutes of last meeting

The minutes of the last meeting were approved. See British Orienteering website:

http://www.britishorienteering.org.uk/downloads/documents/governance_minutes_coaching_07_11_09.pdf

10/05 Matters arising not covered elsewhere in agenda or not completed

There were none.

10/06 Feedback from the Board

John Woodall reported the Board's approval and notes from the November Coaching Committee meeting. These included approval of the revised ToR and Policy statements for Coaching Committee.

JW

A request was made for a timely response from the Board to the request for support for the proposed Regional Association's training camps.

10/07 Coaching – general

Staffing changes

Since the last meeting Vicky Thornton has left British Orienteering and Steph Ilesley had moved from being the Coaching Administrator into the general office administration pool. The newly appointed Office Administrator left after one month and has not yet been replaced. The Director of Coaching is currently therefore doing substantial amounts of administrative and managerial aspects of coaching.

No member of the Committee reported any disproportionate delays in the processing of coaching related items.

It was reported that a review of existing office procedures is also currently underway in an attempt to improve the administration.

** Post meeting note: The preceding minute infers that during this period there was no office administration support for coaching and that the Director of Coaching had to deal with the entirety of this situation himself. I would like to correct this inference since both Laura and Nicole in the national office have also spent considerable time ensuring that the administration associated with coaching courses etc has been completed. In fact the minute records that members of the committee did not report any disproportionate delays in admin support in the processing of coaching related items – a tribute to both Derek and the office staff I think.*

Budget 2010

As reported at the last meeting; British Orienteering supports the salary and infrastructure administrative costs for the Director of Coaching and admin support. British Orienteering does not receive any funding directly for the coaching programme from Sport England or UK Sport. The Development budget supported the recent Coaching Conference.

British Orienteering has some grant aid for developing UKCC, left over from 2009.

It has also received a total grant from SportscoachUK/UK Sport of £30,200 for UKCC Level 3 development (£10,000), UKCC Level 2 resource review and production (£2,000), CPD and Licensing roll out (£10,000) with the remainder for transferring existing coaches to UKCC, training tutors, assessors and IV's and learning from other coaching systems within Europe.

In addition, we have also received a grant of almost £9,000 from Skillsactive for supporting UKCC Level 2 coaches, bridging courses and tutors and assessors.

There are other mechanisms for applying for funding to support UKCC Level 2 coaches, further information in item 10/11.

Our aim is that UKCC and Teaching Orienteering Course, tutoring, assessing, IVing and resources should generate sufficient income to cover general coaching expenditure.

Risk Assessment

Coaches are already using the 'new version'. It would therefore be preferable for the 1st4sport resources to be changed to using an official version so that photocopies are not being used. A decision is required from the Board to allow the use of the new version, as approved by the insurers, as soon as possible.

Coaching Conference 2010/11

Feedback on the 2010 Conference was received from 25 attendees; an excellent response. In summary, it was very positive with many different sessions being "most enjoyable" and "most useful". Most felt that Lilleshall continued to be a suitable venue although more than one suggested that it should not be called a 'conference' as this may be putting people off.

A report will appear in the next edition of Focus.

Summer Tours – Staffing

Sarah Hague has produced a policy document outlining the need for staff attending camps and competitions to be licensed. A copy is included as Appendix 1.

ALL

It was noted that the recently published 'World Class Monthly Bulletin' had reported 'At this stage there are still some opportunities available for 'Licensed to Practice' volunteer coaches and in particular females who may be interested in supporting the World-Class programme during the summer.' Committee members were asked to bring this to the attention of the coaches

in their Regions.

Coach Photo Identification

Some coaches are being asked for identification when delivering in schools; we have been asked to consider producing photo identity cards for coaches. It was decided that it was likely to prove too expensive and it was hoped that the new web based coaching licence letter would suffice.

This item to be kept under consideration.

10/08 Coaches Continuing Professional Development.

A further paper on the subject was considered (Appendix 2)

Further development of the paper was required e.g. mechanisms to measure quality were considered, reflective paragraphs following courses or reading, witness statements for experience and attendance certificates for courses.

DR

A sample feedback 'log' needs to be designed incorporating opportunities for the above requirements

Consideration is required to ensure that a system is not onerous administratively for either the coach or the British Orienteering office.

DA/

Consideration is also required for the development of a possible mentoring process to assist in the CPD programme.

HP

All the Regional Representatives were asked to trial the points scoring system by asking coach volunteers to use the current CPD proposals to calculate their CPD score to ensure that appropriate people are able to remain licensed and develop their skills.

ALL

10/09 Children and Young People and competitions

The Committee was asked to consider the paper headed 'Children and Young People and Competitions' (see Appendix 3).

It was recognised that Coaches have a duty of care to children as indeed do parents and British Orienteering through its Event officials.

The Committee do not see that there could be a British Orienteering policy by age as children develop at different rates and consequently different ages.

Much more important than the Ranking Lists is the quality control of the courses delivered for youngsters; in the opinion of the Committee members there are still too many events that do not adhere to the event guidelines and expect juniors to compete on courses that are inappropriate through length or physical difficulty.

However, if the Committee is asked to make a recommendation with regard to ranking it would be;

- Only TD5 courses should be ranked i.e. junior classes M/W16 and above
- M/W 14's and below should not be ranked even if they run TD 5 courses.

The Board should note that in the opinion of the Committee including Ranking for juniors encourages them to enter inappropriate courses.

Regarding "Other issues". The Committee expressed considerable concern with regard to the safety at Urban races, not only for juniors but for all competitors.

The Committee also recognised the need for shadowing, for example of special needs children, and therefore recommended that rules should be developed accordingly.

10/10 Incentive Scheme – Scottish Pilot

| | |
|---|----------------------------|
| <p>A coaching incentive scheme had been outlined by the SOA Development Officer who had also offered to pilot it in the Region. This had been agreed and a set of protocols had been documented to allow for a considered decision to be made at the end of the pilot trial. (See Appendix 4)</p> <p>Sarah Dunn had commented that in her opinion such a scheme would impose an unacceptable administrative overhead on coaches.</p> <p>It was agreed to make an evidence based decision as to next steps following the pilot report in November.</p> <p>British Orienteering Development Committee had been kept aware of the proposals.</p> | <p>ALL</p> |
| <p>10/11 Coach Education</p> | |
| <p>Teaching Orienteering</p> | |
| <p>The BSOA view was that courses are well received and they want them to continue. (see Appendix 5)</p> | |
| <p>The members of the Committee were asked to consult and to provide any feedback for the improvement of the Teaching Orienteering courses.</p> | |
| <p>It had been proposed that an IV process be introduced to support Tutors; the costs would have to be covered by the sale of the resources to candidates.</p> | <p>ALL</p> |
| <p>There is a need to have an office Administration procedure to circulate the details of UKCC and Teaching Orienteering Part 1 & 2 candidates and their school to the Regional Coaching Committee representatives.</p> | <p>DA</p> |
| <p>Coach Educator/Assessor Training</p> | |
| <p>Two recent courses had taken place to mop up any outstanding CTS and IAPS candidates; there may be some spaces on forthcoming Archery courses although there are date clashes with major orienteering events.</p> | <p>DA</p> |
| <p>The SportscoachUK & Skillsactive grants are being used to support the costs of the assessment of Tutors and Assessors.</p> | |
| <p>Discussions are taking place regarding Event Officials courses and assessment. There is a possibility of event official educators undertaking CTS training and some aspects of assessment being introduced for event officials.</p> | <p>DA</p> |
| <p>Standardisation</p> | |
| <p>A standardisation workshop took place at the Coaching Conference. There were sessions for Internal Verifiers and for UKCC Level 1 Assessors. The workshop included marking an exam Paper and a number of tasks followed by discussion on the results.</p> | |
| <p>Notes of the sessions have been circulated to all UKCC Level 1 Assessors.</p> | |
| <p>Assessor support documents</p> | |
| <p>Lynne Walker has developed and collated feedback on documents to help support assessors in their work. These are available and have been circulated to those involved.</p> | |
| <p>Assessor DVD</p> | |
| <p>A meeting between Carol McNeil, Lynne Walker and Derek Allison took place on 8th February when progress on the storyboard was reviewed. There is a need for the script for the voiceover and some 'staged shots' although most material was available for the editing process. Carol is progressing this.</p> | <p>DA/ CMcN</p> |
| <p>UKCC Candidate Funding</p> | |
| <p>The Development team have a smaller budget in 2010 to support volunteer development; there should still be the possibility of partial support, at a level of 40% of course fees, for UKCC Level 1 candidates.</p> | <p>DA</p> |

There are 5 separate mechanisms for applying for funding to support UKCC Level 2 coaches in specific Sport England Regions, East, South East, South West, Yorkshire and Humberside and North West. British Orienteering is also in receipt of some SportscoachUK and Skillsactive grant aid for bursary funding for UKCC Level 2 candidates who do not reside in the areas supported by regional schemes.

The North West and Y & H appear to be working; East, South East and South West do not. DA is finding it extremely frustrating that there are 6 different mechanisms for accessing funding. DA has a meeting on Monday(15th March) with Skillsactive to discuss this issue amongst others.

Coaching DVD distribution (CD distribution?)

When the office admin situation is sorted; consideration can be made to sending the UKCC Level 1 Resource CD to those who have not yet received it.

DA

Consideration also needs to be given to sending the Coaching DVD and Strength and Conditioning DVD to those coaches who renew an old Level 3 or 4 license.

DA

Level 1

No funding is available apart from the development programme money mentioned above. The 1st4sport resource is being updated to include new licensing summary and a number of changes to enable positive feedback to be given to candidates. The new Risk Assessment will also be included as soon as it is approved.

DA

Level 2

The 1st4sport resource is being updated to include the changes agreed following the pilot process to the assessment questions etc. and the new Risk Assessment will also be included as soon as it is approved.

DA

Any Associations, or adjacent associations, with 6+ candidates interested in a Level 2 course should get in touch as staffing are available although it will be up to the Region to arrange a venue with access to TD4/5 terrain for day 3.

ALL

Level 3

Initial discussions are taking place on the desire to go ahead with a UKCC Level 3. A draft Learning Programme has been circulated for comment.

KM

10/12 Coaching Award Scheme

Existing Awards Levels 2 & 3 final dates for assessment

30th September 2010 is the final date for outstanding Level 3 assessments. The final date for assessments for the 'old 1st4sport Level 2' is the 2nd anniversary of the start of the training course; the last of these was held in March 2009.

ALL

Existing Awards Level 4

These will continue until they are replaced by a UKCC Level 3 or something similar.

DA

License to practice renewal report to Regional Representatives

This will be progressed when the coaching information has migrated across to the new database. It is hoped that this will occur in the next month. After that reminder letters regarding licensing elements will be sent to coaches and coaches will be able to view the element renewal dates.

Only a few people, mostly those working in Outdoor Education, have

questioned why we did not request them to renew at the end of the year. These have been dealt with on an individual basis.

10/13 British Schools Orienteering Association Report

Thanks to NEOA for a successful BSOC.

10/14 Coaching Director's comments/action points

Database & website

As previously reported, this is currently being tested.

Vetting and Barring update

Nothing further to report.

British Orienteering Coaching Days

Many thanks to Mark Saunders for agreeing to add another coaching day in the Forest of Dean. This will be advertised to "all coaches" once the database is available.

DA

British Orienteering Coaching days are currently planned for 24th April in the Forest of Dean and for 15th May in the Lake District.

2009 Coach of the Year Award

Any final nominations to be sent as soon as possible.

ALL

10/15 Reports from other Committees

Junior Competition's Committee

Minutes of the last JCG are on the British Orienteering web site.

Elite Competition's Committee

No meeting since last Coaching Committee.

International Committee

Emergency Response Plan

International Committee is preparing an Emergency Response Plan which should act as guidance notes to staff taking groups away, with a focus on overseas trips. It would be a good aide memoir for anyone taking groups away; it is expected to be published on the British Orienteering website by the end of April.

DA

10/16 Reports from Regions

EMOA – Hilary Palmer

There will be a UKCC Level 1 on May 8th, 22nd and June 19th and HP is to organize a UKCC Level 2 later in 2010.

SCOA – Dave Rogers

Junior Squad Activities and Successes:

- Junior Squad conducted 19 training days in the last 12 months [March 2009 to February 2010]. Squad numbers around 35 mark, with 15 to 20 regular attendees.
- Interland selections for Dane Blomquist (M14, BAOC), Peter Bray (M18, SN) and Jane Morgan (W50, SOC).

Upcoming Coaching Courses:

- UKCC Level 2 Certificate in Coaching Orienteering - Longmoor 15 to 17 April 2010
- UKCC Level 1 Certificate in Coaching Orienteering - Longmoor, 15 to

16 and 21 May 2010

Other:

- The junior squad's electronic membership system went live on 10th December 2009. This system has been developed by Tim Booth and allows the squad manager and lead coach to manage squad data securely, as well as instigate performance tracking for each of the juniors.
- Dave and Oone Rogers (BKO) and Jane Morgan (SOC) attended the annual British Orienteering Coaching Conference, held at Lilleshall, Shropshire on 5th to 7th February 2010.

SOA – Sarah Dunn

- 8 candidates attended the first UKCC Level 2 course in Scotland in Dec '09 and are now working towards their qualification.
- UKCC Level 1 courses continue to be popular. SOA have received 50% funding for 25 Level 1 and 15 Level 2 candidates from SportScotland for 2010.
- ScotJOS held their first training weekend of 2010 at Pitlochry in Feb.
- The Scottish Elite Development Squad has held two successful training weekends in the Lake District and Deeside. The new Edinburgh University coach, Toni Louhisola, is organizing regular training and coaching in Edinburgh and has generated a buzz of excitement amongst the athletes.
- The SOA will hold a 1 day coaching conference in Dunfermline on 24th April. The theme for the day is "Coaching for All". Further details are available at <http://www.scottish-orienteering.org/natcen/page/soa-coaching-conference-2010/>

Y & H – Nev Myers

AIRE

No report received.

CLARO

They have only recently acquired two coaches - Mike Cope & Sue Birtwistle and they are still 'finding their feet' so to speak. They are however hoping to run a short series (6 evenings we think) of coaching for a local primary/junior school, where quite a number of Claro juniors attend, sometime in the spring. It's also hoped to open this up afterwards to anyone from the club.

EBOR

As our new coaches have only just finished their UKCC1 course, we are still making decisions about how we are going to meet the coaching needs of the club members. The following have passed their UKCC1 but some are waiting for First Aid etc to come through before they get their licence:

Bill Griffiths
Barry Speake
Matthew Speake
Karen Clark
Stuart Hooton
Jonathon Hooton
Stuart Fraser
Mike Ridealgh

Nicola Melville

1 person was coming from another club. But they emailed to say they were ill and couldn't attend on the day the course started!
5 coaches of our coaches have coaching activities booked. Working on the rest, when they get their licence through.

Building on the coaching at the summer family orienteering days we had last year; we plan to have more coaching activities available this year.

The plan:

1. To train new coaches to UKCC1. (Now completed)
2. We will be providing coaching in various schools in the York and Scarborough areas, starting from the summer term. Finishing with an inter-school competition.
3. From June this year we will have weekly training sessions for beginners (juniors and their families) in the York area.
4. We are also hoping to offer coaching activities at Ebor events.
5. We have further long term ideas for September 2010 onwards; though these are still being discussed as a club.

EPOC

No report received.

HALO

HALO are running a Club Night at Beverley, using the Longcroft School during term-times. This started in September 2009 and is currently attracting around 15-20 participants every week and these sessions include coaching.

They have around 12 members going to Graythwaite in May for the Club Coaching Day and they also expect to run a coaching evening in April prior to the start of our Lincolnshire Poacher Series.

SYO

SYO have club night, including coaching, every Wednesday, 'Talent' training about once a month and then there are various other activities, including running technique coaching & training every Monday since Christmas.

YHOA Junior Squad

The junior squad continues to run a full and varied training programme, linking in with the SYO Talent squad and the National Talent squad training where possible.

We are really looking forward to the forthcoming EBOR Talent squad and the Sheffield Centre of excellence and we are working towards joining-up activities and developing individual performance improvement plans for the regions talented athletes in the future.

SWOA – Christine Vince

SWJS

The Squad continues to hold regular training weekends. Several older members have now gained their UKCC Level 1 coaching certificate.

SW Clubs

Devon OC held a UKCC Level 1 course in February; half a dozen DEVON members

attended, plus a local Scouting representative.

There is a UKCC Level 1 course planned for May 2010 for NGOC members (and others) which will be done over several evening sessions.

The SW RDO is looking into holding a UKCC Level 1 Bridging session in October 2010, as there are a number of old BOF level 1 coaches who could be interested in moving up.

SEOA – Keith Marsden

The bad weather and film units have affected the regular SEJS training in December, January and February but sessions have restarted with members of EAJS joining SEJS. A joint session with SCJS is planned for April.

A UKCC Level 1 course has been held in Colchester, attended by 3 SEOA members including a member of SEJS.

A UKCC Level 2 course is planned for May at Longmoor.

HH has recently become a 'Participation Club' and regular weekly sessions begin in April. SLOW has become a 'Grow' club and will undertake the six week participation programme.

SO, a Participation club for over a year, still continue their weekly sessions.

DFOK has begun a regular junior training programme and HH has recently been running junior training which has attracted juniors from WAOC, LOK and GO.

NEOA – Linda Thornton

To follow.

EAOA – Ursula Oxburgh

I no longer know how many licensed coaches there are in EAOA. There are 2 reasons for this:

- I have not received any information about EAOA coaching license expiry from BOF for longer than I can remember – it looks from my records as though it was January 2008. I am also not informed by BOF when new EA coaches are qualified or licensed.
- I am not informed by BOF when coaching courses are arranged in EA – there is currently a coaching course going on in EAOA which I only found out about by accident. I do not know who is attending this course: I will attempt in due course to update my spreadsheet of EA coaches.

I think EAOA currently has 17 'active' coaches: not sure about the state of everyone's license. Of these

- 1 Level 4
- 3 Level 3
- 6 Level 2
- 7 UKCC Level 1

I have a list of people in EAOA who would still like a UKCC Level 1 course and 4 people who have approached me about UKCC Level 2: one has already

been offered funding by his County.

WAOC and SOS have recently heard that the EA Club and Coach money has finally come through, so we are hoping that when our activities get underway we shall have participants who will be willing to help with the coaching and to obtain coaching qualifications.

10/17 Any other business

Committee expenses need to be paid more timely.

DA

The Trail O Committee is interested in contact with Coaching Committee with regards to using Trail O as a coaching aid. Christine has agreed to be the contact.

CV

10/18 Dates of next meetings

Proposed dates; June 12th, November 13th, 2010; March 19th 2011

KM

With the clash with the event near Winchester for the June meeting, use of a venue nearer there is to be investigated.

Appendix 1



Appointment of Volunteer Coaches

Each year, the World-Class programme selects athletes to attend International Races as well as Coaching, Racing and Training Camps (World-Class Coaching Activities).

Only coaches who are licensed to practice will be able to run World-Class Coaching Activities. The term 'License to Practice' identifies those Orienteering Coaches who meet the following criteria:

- Demonstrated competence against the standards at the appropriate Coaching Award Level; and
- Signed to confirm they accept the British Orienteering Code of Conduct for Coaches.

To maintain a License to Practice status, coaches will also be required to demonstrate and provide evidence that:

- They hold a satisfactory and current (issued within the last three years) Enhanced Disclosure completed on behalf of British Orienteering; procedures to obtain a disclosure are available at:
 - Criminal Records Bureau disclosure in England, Wales & Northern Ireland
 - Criminal Records Bureau disclosure in Scotland
- They hold a current (issued within the last three years) First Aid Certificate, appropriate to their coaching level:
 - UKCC Level 1 coaches must possess a current first aid certificate resulting from at least 4 hours of training with an organization which is a Health and Safety Executive approved course provider. The award of the certificate must involve an element of assessment and the training must cover basic life support and emergency aid.
 - UKCC Level 2 coaches and above must possess a current first aid certificate resulting from at least 8 hours of training with an organisation which is a Health and Safety Executive approved course provider. The award of the certificate must involve an element of assessment and the training must cover more than basic life support and emergency aid.
- They are a member of British Orienteering to the appropriate status, that is:
 - UKCC Level 1 coaches need to be at least a Local Member of British Orienteering
 - UKCC Level 2 coaches and above need to be a National Member of British Orienteering

The International Programme Director (IPD) shall define for each World-Class Coaching Activity, following discussions with the Team Manager, the number, experience and skills required of the coaches to fulfil the activity objectives. Coaches will then be appointed based upon their demonstrated ability to fulfil the necessary coaching role.

World-Class Coaching Activities may at the discretion of the IPD include coaches working towards accreditation or form part of their CPD where this does not conflict with the activity objectives.

Appendix 2

British Orienteering – Continuing Professional Development (CPD)

March 2010

Introduction

Over the past year the Coaching Committee of British Orienteering has discussed the implementation of a Continuing Professional Development (CPD) programme for its coaches, trainers, coach educators, assessors and internal verifiers.

The Committee has signified its agreement that such a programme should be implemented. The purpose of such a programme is to ensure that all licensed coaches etc are maintaining and improving their knowledge and skills by undertaking a range of activities.

At the meeting of the British Orienteering Coaching Committee held on 21st June 2009 a previous paper (dated May 2009) on the subject was discussed and approved and at that meeting the Coaching Committee requested a paper adding further details to the proposed scheme.

This paper has been produced in response to that request and is a follow up to the previous papers produced for and approved by Coaching Committee.

Why Implement a CPD programme

The benefits of a CPD programme are seen as allowing individuals to

- build confidence and credibility through tracking their individual learning activities
- form and achieve goals by focusing on their training and development
- cope positively with change by constantly updating their skill sets
- being more productive and efficient by reflecting on their learning and highlighting gaps in their knowledge and experience
- adding value to the sport through their continual growing competency

From British Orienteering's point of view it ensures that a person, who perhaps has no desire to become more qualified, maintains their level of knowledge in line with current thinking and practices.

As previously discussed and agreed the programme will address the three key components of;

- Knowledge
- Training
- Experience

These three components encompass

Knowledge: refers to the information pertinent to the performance of professional activities.

Training: refers to activities that guide the individual to apply their gained knowledge in practical situations.

Experience: refers to activities that are conducted during the individual's professional activities and which contribute to the enhancement of the quality and effectiveness of the individual as a professional

There are also those skills which are learnt outside the main context of the programme. These are referred to as 'Transferable skills' and could fall into any component.

The CPD Process

The CPD process will be administered by British Orienteering. The mechanics of the programme will be defined and documented by British Orienteering. Every coach will be obliged to maintain their own CPD log and submit it as part of the regular three yearly licensing renewal. Review of the submitted log may be by British Orienteering or a nominated Licensed Coach.

In addition it is also likely that such a system will require British Orienteering to

- highlight texts that constitute CPD learning
- develop specific texts or on-line learning processes
- monitor and maintain up to date material provided by British Orienteering
- direct British Orienteering coaches to relevant material e.g. coaching research material
- British Orienteering will supply Coaches with reminders six months and three months in advance of their licensing lapsing ie their CPD renewal being due.

Proposed CPD Programme

Framework

In order to maintain their status as a British Orienteering Licensed Coach, an individual will be required to undertake activities which maintain and extend their knowledge and skill as a licensed coach

Activities will cover the three areas of knowledge, training and experience.

Activities undertaken by a coach under these headings will be awarded a points score. A coach will be required to attain a minimum total points value over the three year cycle depending upon the level of their Coaching Qualification.

The coach will maintain a log of such activities which will be submitted to British Orienteering at the point of their licence renewal such that their CPD can be verified and their Licence renewed.

Failure to provide such a log or a log which does not show sufficient CPD activities will result in the coach's licence being suspended.

British Orienteering has yet to define how a License will be restored; for example what CPD has to be done over what period and whether a reassessment will be necessary.

Activities and Scores

The activities associated with these three key components are listed below together with a points score. For each of the three components a minimum and maximum points total is also indicated, as well as the minimum total points by Coaching award level.

It is recognised that it is important that as wide a variety of activities are provided in order to allow coaches with a wide variety of coaching interests e.g. schools to National Squad,

technical to physical, practical to educational be able to pursue their chosen coaching pathway.

Knowledge Activities

For the following activities, we will rely on self-assessment of what would be considered to be reasonable or otherwise during the CPD assessment.

- self-study of relevant related coaching (orienteeing or related subjects) texts
e.g. Teaching Orienteering – Carol McNeil
A Mental Training Workbook – Steve Bird
Get Fit for Orienteering – Steve Bird

1 point per hour
- self-study of DVD's or similar (orienteeing or related subjects)
eg; Coaching Orienteering – British Orienteering
Strength and Conditioning – British Orienteering

1 point per hour
- self-study of relevant coaching texts such as are available through bodies such as
sports coach UK (Coaching Edge)/ Coachwise/ 1st4sport
/Peak Performance/ Coaching Focus as approved by British Orienteering

1 point per hour
- self-study of relevant sports-related texts and primary research materials, covering
such fields as sports medicine, exercise physiology, sports psychology, and sports
nutrition as approved by British Orienteering

1 point per hour
- transferrable skills

tbd

Points awarded on a case by case basis

Training Activities

- attendance and successful completion of British Orienteering coaching courses

UKCC L1 5 points
UKCC L2 10 points
- attendance at British Orienteering Teaching Orienteering courses

2 points per course
- attendance and successful completion of Coach Education courses

CTS 5 points; IAPS 3 points; CIVPS 3 points
- attendance at British Orienteering Standardisation meetings

2 points per meeting

- attendance and successful completion of a sportscoachUK course
eg; An introduction to LTAD
Planning and Periodisation
Coaching children and young people
A guide to mentoring sports coaches
Analysing your coaching

3 points per course
- attendance at British Orienteering Annual Coaching Conference
One day 3 points; two days 6 points
- acting as a Coach mentor in relation to UKCC L2

6 points per candidate
- attendance and successful completion of sports-related course
As approved by British Orienteering
Points awarded on a course by course basis

tbd
- successful completion of on-line training provided by British Orienteering.
Points awarded on a case by case basis

tbd
- preparation of appropriate published articles
eg for British Orienteering 'Focus'
for Club magazines
for specialist magazines

6 points per article
- transferable skills

tbd

Points awarded on a case by case basis

Experience Activities

- maintenance of coaching log as a British Orienteering coach

3 points
- Membership of an appropriate Coaching organisation eg sportscoachUK

3 points
- coaching on a British Orienteering/Regional Coordinators summer orienteering tour

10 points
- acting as a coach assessor, coach educator, internal verifier on British Orienteering-run coach education courses

4 points per day
- General Coaching activity
 - National Squad

- Regional Squad
- Club coaching
- In School

1 point per hour for preparation and delivery

- Member of Coaching Committee

5 points + 3 points per meeting attended

- Coaching Officer for orienteering club or region (D Rogers)

5 points + 3 points per meeting attended

- transferable skills
Points awarded on a case by case basis

The total three year requirement

The total three year requirement will depend upon the Coach’s Coaching award level. The totals will be

| | Knowledge | Training | Experience | Total |
|---------|-----------|----------|------------|---------|
| Level 1 | Min 10 | Min 10 | Min 30 | 100 pts |
| Level 2 | Min 10 | Min 10 | Min 30 | 110 pts |
| Level 3 | Min 15 | Min 15 | Min 30 | 120 pts |
| Level 4 | Min 15 | Min 15 | Min 30 | 130 pts |

Coaching Committee may choose to vary these totals in the light of experience.

Appendix 3

Children and young people and competition

The recent implementation of the Single Scale Ranking Scheme has raised concerns about young people taking part in orienteering competition. The Rankings Working Group wish to include all ages in the ranking scheme; Coaching Committee amongst others raised concerns about this.

What follows is a brief outline of the discussion points raised so far. Could you:

- a) add any further points for consideration
- b) outline the preferred solution of the group you represent
- c) provide the rationale that led you to your preferred solution
- d) any other points you wish to make

There is an additional issue that orienteering should deal with young people consistently and across events/competitions; to this end this decision is not only about the rankings scheme but about the totality of what is in the best interests of young people. We are seeking criteria, reasons and options rather than a “yes they can” / “no they can’t” response to the rankings.

The benefits of young people being included in competitions such as the ranking scheme are:

1. It will challenge the talented ie Yvette Baker
2. It is motivating for young people
3. Young people face greater intensity and repetition in other sports at a younger age

The arguments against young people taking part in competitions such as the ranking scheme are:

1. Stress of competition on young people
2. Associated stresses on young people; for instance travel, cost, technical difficulty, pressure on parents
3. Young people should spend more time training and taking part in local events and less in direct competition that is they should learn how to train
4. Competition should be specifically designed for young people ie appropriate length and difficulty
5. Athletics does not allow young people under 18 to run distance events
6. ‘Shadowing’ Is not allowed in serious competition which may place some children in danger or under undue stress
7. Significant numbers of parents across sports are renown for their inability to make appropriate decisions for their children

Other issues

1. How to define the criteria that can be used to determine when children are safe to take part in an event or competition?
2. The physical danger from traffic etc of young people taking part in urban/street races

Appendix 4

Star Award Scheme Pilot

This document describes the pilot in Scotland of the “process goals” award scheme previously described to British Orienteering’s Coaching Committee.

In proposing this scheme, we wish to offer something that will give structure and purpose to coaches’ sessions and their discussions with athletes; it is not intended to be a paper chase.

Scheme Name

We understand that a “Star Award” scheme has been proposed by Development Committee, but we are very eager for our scheme to be called the Star Award Scheme, to reflect the similar competence-based scheme for kayaking.

The Pilot

Six coaches will be invited to join the pilot:

| | | | |
|--------------------------------|-----------------------------|------------------------------------|------------------|
| Hilary Quick | BASOC/ National O Centre | v. small club + public weekends | adults |
| Lynne Walker | Ecko | small club | adults & juniors |
| Denise Wright/ Roger Coombs | MAROC | large club | adults & juniors |
| Mike Rodgers | Moravian | small club | mostly juniors |
| Roger Scrutton | ESOC | large club | mostly juniors |
| Christine Patterson | Clyde | large club | mostly juniors |

All will be given initial training and ongoing support by phone and e-mail. The pilot will run March – October 2010.

Success criteria

Success of the pilot will depend on:

- take-up level – number of clubs/coaches that adopt it and number of certificates awarded. Reasons will be noted where a coach declines an invitation to join the scheme. We will also monitor the timescale for each level, whether the athletes are juniors or adults, and how long they’ve been orienteering
- comments from all coaches in the pilot – on:
 - usefulness
 - ease of administration
- comments from athletes in each pilot club – on:
 - how their orienteering has been affected by the scheme

Findings will then be analysed and a recommendation will be made in November either to roll out or to abandon the scheme.

Protocols covering proposed running of the pilot and the scheme are supplied on the next page.

Protocols

- The scheme will be available only to licensed coaches qualified at British Orienteering Level 2 or UKCC Level 1 or above.
- Certificates will be available in electronic format to appropriately qualified, licensed coaches only.
- There should be no charge for the certificates, either to coaches or to athletes.
- In awarding certificates, coaches must be operating within their qualification, ie. for the 4-Star award the coach must be qualified at British Orienteering Level 3 or UKCC Level 2 or above.
- For the 4 Star award, the athlete should be taking ownership, monitoring their own progress with discussion and support from the coach.

- For the pilot, face to face training will be given to each coach, and guidance notes will be e-mailed to them. For the full scheme, training should be given by licensed UKCC Coach Educators and the notes should be available online.
- Guidance will stress the need for consistency in judging the athlete's competence. Some quality control might be required, eg. senior coaches should keep an eye on awards within their region, mentor and guide as required.
- Coaches will "judge" the athlete's competence; we believe this term reflects the need for the coaches to use good sense and judgement, rather than conducting a checklist-style assessment.
- Coaches may judge athletes' competence either at events or at coaching sessions. Event results should not in any way influence the coach's judgment of the athlete's competence.
- Before the coach signs any item off, the athlete must demonstrate sustained ability at the required level. eg. reproduce desired behaviour after a period of time on a different area. (This period of time would normally be at least a week.)
- The "Progress" column can be used for brief reminders of key points, or freehand bar to indicate % complete.
- The 1 Star award would normally be given quite early in the athlete's career, to maximise the incentive.
- Each level must be completed before the next is started. Care should be taken to judge competence at the given standard for that level (check standard of next level).
- The record card also forms the certificate. The certificate is signed off (and encouraging comments written) only when the coach has entered dates for all skills and techniques having been achieved.

Lynne Walker & Hilary Quick
 Ecko/BASOC/Scottish Orienteering Association
 February 2010

"One Star award"
Follows as an example

| Step | Skill/technique | Target standards | Target date | Date ACHIEVED |
|------|--|---|-------------|---------------|
| 1 | Fold the map | | | |
| 1 | Set the map using visible features | | | |
| 1 | Keep the map set (walk round the map) | <i>Understand what to do, how to do it, and why it matters; know what is required and usually do it without prompting.</i> | | |
| 1 | Thumb the map | | | |
| 1 | Know/recognise main map features & symbols | <i>Recognise and be able to describe standard symbols for path, track/road, stream, wall, fence, pond, marsh, boulder, tree, building</i> | | |
| 1 | Know main colours used in map | <i>Know what is meant by dark & light green, white, yellow, blue, black - and red/purple for overprint.</i> | | |
| 1 | Set the map using compass | <i>Know why to do it, how to do it and usually do it. Be confident which end of compass needle points north.</i> | | |
| 1 | Choose correct direction from path junction with control | <i>Usually look at map and leave a control in the correct direction.</i> | | |
| 1 | Follow line features | <i>Progress confidently along paths, tracks, fences and distinct vegetation boundaries.</i> | | |
| 1 | Avoid distractions, don't follow others | <i>Usually focus on the orienteering; don't follow others willy nilly.</i> | | |



Standard achieved:

Coach name:

Coach signature:

Date:

Appendix 5

Teaching Orienteering Report from BSOA.

This was discussed at the committee meeting on 27th Feb 2010 and those not present were invited to submit an e-mail comment.

Pauline Olivant declared an interest and made no comment.

The majority of the committee have had only a little contact with teachers who have been on the course plus some second hand comments have been received. Peter Christopher has been involved in delivering the courses and e-mailed his comments.

It was felt that perhaps it would be an idea for coaching committee to look at the evaluation forms from these courses which are apparently supposed to be retained by those delivering the courses for a period of 3 years.

The committee were not aware of any adverse comments about the course. In fact where there had been contact either first or second hand the comments about the course had all been very positive.

We were informed that there is a new curriculum for primary schools on the way and when (if) it is implemented Coaching Committee should look at how the course reflects the curriculum. In particular how it relates to each level that a child achieves.

It was also noted that the competition framework is tied in to the training given.

BSOA asked that Coaching committee should encourage tutors to continue to promote the BSOA on the course.

Comment from Peter Christopher president BSOA

I have been involved in delivering these courses and find them most useful.

Teachers that attend them give very positive feedback and demand is constant. We are about to run a course for F.Comm. rangers who wish to use the ideas in their plans. Perhaps they could be marketed better but does British Orienteering have the capacity to deliver more? I find we need far more paid coaches to go into schools to follow up and encourage teachers but this is the result of success not failure. My only recommendation for change of content would be to bring in awareness of the red end of the compass in day one as many children find this jump quite daunting the first time teachers bring children outside the school grounds. I have mentioned this to Pauline in the past. It always used to be there. The difficulty is making sure teachers do not become fixated and put off by this incredibly complex piece of equipment!

BSOA were delighted by the success of these courses and made no recommendation about the teaching of the compass.