

Association Coaching Representatives (ACR) meeting: Minutes

Saturday 4th June 2016, Carrs Lane Church Centre, Birmingham B4 7SX

Present: Lynne Walker (LW: SOA, chair), Hilary Palmer (HP: EMOA), Liz Yeadon (LY: SCOC), Christine Vince (CV: SWOA), Helena Burrows (HB: WOA), Caroline Louth (CL: EAOA) and Mike Hamilton (MH: British Orienteering).

Apologies received from Don McKerrow (SEOA), Helen Baxter (NIOA), Richard Tiley (NWOA), Nev Myers (YHOA)

Item	Detail	Action
1	<p>Minute of the meeting 24th January 2015, matters arising:</p> <p>a) Module for coaches in challenging terrain: L2 top up. After discussion, a small working group will be formed to produce a 2 hour module. The pilot will be at the Coaching Conference. Tutor materials, course structure: Helena Burrows (chair), Lynne Walker, Pat Mee (HP to approach), Caroline Louth.</p> <p>b) Pass on CC date to coaches. LW to ask Scott at British Orienteering office to circulate this (see item 2 below)</p>	<p>HB (LW, CL, Pat Mee)</p> <p>LW</p>
2	<p>Coaching Conference 2017: available details.</p> <ul style="list-style-type: none"> • <u>Date</u> = 14th & 15th January 2017: 11am start Sat, finish 5pm; Sunday 9am start, finish 1pm after lunch. • <u>CE, IV, Assessors</u> have a session after lunch Sunday; if you wish to continue to be one then you must attend this session. If interested in becoming a CE, IV or Assessor you can come as well. • <u>Location</u> = Manchester Metropolitan University, Crewe • <u>Co-ordinator</u> = Vicky Thornton • Theme, speakers & seminars / activities: TBC: input from Hilary P, Pat M, Lynne W, Peter Roberts, and hopefully Jackie N & Paul M • Article appearing in Autumn Focus • Booking probably through Fabian4 • O Maps possibly available of Crewe Park (really lovely park) in advance for those who would like informal run in the park Saturday AM. • Range of accommodation available close by attendees to book their own. • Catering to be provided by MMU to be included in cost. • MMU Crewe map being updated by Dan Riley. <p>LW: produce content for all BOF coaches – MH / Scott (Info) / Jackie to email coaches.</p>	<p>LW</p>

<p>3</p>	<p>CPD update. Summary of discussion.</p> <ul style="list-style-type: none"> • <u>CPD logs from 2015</u>: some return of logs, % of total possible not worked out. There are some active coaches who will not fill it in – takes enjoyment out of coaching for them. • <u>Knowledge & Training</u> are separate which complicates things; it was decided to merge into ‘Developing yourself’. (<i>change January 2017 onwards</i>) • <u>British Orienteering database</u> captures lead coaches; would not be difficult to capture assistant coaches. Club Volunteer co-ord could input this, as well as event organiser, controller, planner. Coach then writes summary (e.g. points total) into their log. • Internal CPD courses (British Orienteering run) could also be captured and written into log. • Other CPD activities: scan certificate and send in. • Gather views from coaches at Coaching Conference; also brief update at conference on the CPD scheme for 2017 onwards. • <u>CPD log points</u>: Discussion about some points for things like volunteer co-ord (people skills), planning etc. Element of mentoring? Impact on coaching? Maybe 3 points per role up to 10% of total. LW to pull things together and circulate ideas by the end of June. • <u>CPD activities in associations</u> – report on what has been done and what the future plans are. <ul style="list-style-type: none"> > EMOA has delivered some. Physical training (Paul Murgatroyd) one day workshop. Annual planning for future. Volunteer training day every 18 months. Junior squad had a nutrition session for them & coaches. > WOA: volunteer development weekend. Have one every 2 years. > British Orienteering: subset of coaches have been involved in this. Has any learning come out of this? Maybe at the Coaching Conference? > SOA: all are welcome to come along. > SWOA: not much happening CPD at the moment but things will be happening later this year. • <u>CPD articles / courses</u>: <ul style="list-style-type: none"> – https://www.connectedcoaches.org/spaces/10/welcome-and-general/forums/continuing-professional-development-cpd/99/cpd-requirements-all-sports/1#1084 – An online module about ‘Protecting vulnerable people from being drawn into terrorism’: http://course.ncalt.com/Channel_General_Awareness/01/index.html 	<p>LW</p>
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<p>4</p>	<p>UKCC qualifications update & Tutors (Hilary Palmer).</p> <p>Summary of discussions. Steering group minutes February 2016 https://www.britishorienteering.org.uk/images/uploaded/downloads/governance_minutes_coaching_27_02_2016.pdf</p> <p><u>UKCC L1 & L2</u></p> <p>Existing L2 meets needs of orienteering clubs, there will not be L1 in the future (maybe in Scotland). New L2 will be very similar to what we do at the moment. Launch at Coaching Conference. There will be a physical training session included in the revised L2.</p> <p>There is on-going work with:</p> <p><u>Introduction to coaching</u> 2 x workshops (3 hours, in-house, no charge, tutored by a qualified licensed coach (no fee, travel expenses?) – orientation session), development on this will take place late summer 2016:</p> <ul style="list-style-type: none"> ▪ intro ‘meet & greet’, how to lead a map walk, for anyone who wanted to start by helping with coaching, questioning techniques, avoid boring people!! ▪ plan – do - review; deliver part of a session; evaluation of a session; feedback from people. <p><u>Workforce</u> (Coach educators, assessors, Internal verifiers)</p> <p>Gap analysis is urgently needed for workforce qualifications. Ideally have 2 x Assessors, CEs, IVs in each association.</p> <ul style="list-style-type: none"> – Need to address Coach Educator, Internal Verifier, Assessor training across whole country. – Address it on a regional basis, addressed by ACR by doing an audit and finding out who is interested. Key points against each name (e.g. CTS, Teacher, NVQ, etc). <p>LW: get an audit sheet sent round for each association to find out from their members who is interested or suitable (they already have some qualification / experience from work?). Also any needing an update?</p> <p>Course outlines from Hilary P. Put dates/locations in for courses (Reading, Guildford)? HP to speak to Pat Mee. Circulate all members?</p> <ul style="list-style-type: none"> – Needs to be funded by the Association. <p><u>Revision</u> of the British Orienteering Rules regarding CE, IV, Assessor e.g. ‘one up’ is no longer deemed to be necessary.</p>	<p>LW HP</p>
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<p>5</p>	<p>Meetings: discussion of paper received from Christine Vince re self-funded meeting.</p> <p>It is recognised that time for talk is important. Need mutual support to get things happening. Always look to PURPOSE – support people to try and achieve what they want to. E.g. identify a group of 5 – 6 coaches who are keen and can identify their needs / problems and work on this.</p> <p><u>Trial</u> of Google Hangouts (as used by WOA for 3 meetings a year). LW will produce a list of dates for a Google Hangout meeting; HB will produce a short briefing paper. Focus will be ‘Code of Conduct’.</p> <p><u>Future:</u> Interest group meeting re coaching after British Orienteering Strategic Plan way forward announced.</p>	<p>LW HB</p>
<p>6</p>	<p>Role of coaching in the British Orienteering Strategic Plan (MH):</p> <p>There is a vision agreed by the Board. External consultant doing next part (waiting for SportEngland funding for this).</p> <ul style="list-style-type: none"> • Where does ‘coaching’ fit? Have yet to define this; consultant will define this by ‘How?’ Coaching has a significant place to play here. • What resources are there to put towards coaching? SportEngland will be investing in volunteering in England – too early to say what this will be, strings attached etc. Could be in the position of no resources except from British Orienteering; could be in the position of getting resources but too many strings attached to it so refuse. 	
<p>7</p>	<p>Code of Conduct – time to review? Is it ‘fit for purpose’? <i>This item was not discussed; it will form discussion via Google Hangouts.</i></p> <ul style="list-style-type: none"> • Current CofC https://www.britishorienteering.org.uk/images/uploaded/downloads/coaching_licensed_codeofconduct.pdf • sportscoachUK CofC https://www.sportscoachuk.org/sites/default/files/coaches-code-of-practice_0.pdf • Coaching Edinburgh CofC http://www.sportscotland.org.uk/media/1223195/Code-of-Conduct-Coaches.pdf • Other examples to look at? 	<p>LW</p>

<p>8</p>	<p>A. O. C. B. <u>Mike's eNews</u>, 3rd June 2016 LW thanked Mike for mentioning the coach licence scheme in the recent eNews. There are a couple of areas which need clarification in the next eNews:</p> <ul style="list-style-type: none"> • “Demonstrated competence against the standards at the appropriate Coaching Award Level”. This should be expanded to include “Demonstrate continuing competence at the appropriate Coaching Award Level through logged CPD.” • There needs to be clarification regarding ‘volunteers’, ‘coaches’ and ‘licence’; will the database show a coach licence? 	<p>MH</p>
<p>9</p>	<p>Next meeting of the ACR group will take place during the Coaching Conference 2017, late Saturday afternoon (after 5pm once the main conference closes for the day).</p>	