

Club Policies & Procedures
TEACHING / COACHING COURSES



GAINSBOROUGH DOLPHINS
SWIMMING CLUB



All striving to achieve our swimming potential

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Club Policies & Procedures

TEACHING / COACHING COURSES



This policy outlines the expectations of the club and the financial policy with regards to anyone undertaking a Young Aquatic Helpers course, a Level 1 or a Level 2 Teachers or Coaches course.

The club criteria for these courses is there to protect both the club and the volunteer and to support the volunteer with the cost where applicable.

Where, after a 'trial/familiarisation' period, the club and volunteer have agreed suitability for taking on a Teaching/Coaching role within the club, the expectation is that the volunteer will undertake a suitable qualification course, be that the Young Aquatic Volunteer, Level 1 Teacher, L1 Coach etc..

Courses are available across the County and neighbouring Nottinghamshire and the club (Workforce Co-Ordinator/Swim Manager) will identify suitable courses and agree the best one available for each individual.

As Swim England's methods of signing onto courses can vary from course to course the actual procedure of booking on to the course will be discussed at the time with the Workforce Co-Ordinator and Finance Manager.

The club have set criteria for the various course regarding poolside expectations and financing the courses.

The courses are considerably expensive, and the club need to get value for the money they invest and expect that the volunteer will feel the same way and show commitment to the club once qualified.

Young Aquatic Helpers Course.

Under Swim Mark this course is for 14 to 16-year olds, however the club extend it to 18-year olds as well for those not wishing to take up a full Level 1 qualification.

The course is for any young person from within the club with more than 1 year's attendance who wishes to help on poolside supporting existing Teachers/Coaches.

The course gives a base line qualification for all volunteers on poolside within the club.

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The course can be undertaken in-house by the club or can be an external course held locally – we would not expect the volunteer to have to travel any further than Lincoln, Scunthorpe or Grantham to attend.

The course is free. (? If run internally by the club. However, if an external course the club will 75% of any fee charged.)

The club will cover any course fee costs but not travelling costs or expenses incurred whilst on the course.

Details of what the course entails are available from the Workforce Co-ordinator.

Swim Teacher Level 1 / Swim Coach Level 1

The Level 1 courses are the first level of formal qualifications for the roles involved.

Details of what the course entails are available from the Workforce Co-ordinator.

A Level 1 qualification allows you to teach/coach a group under the supervision of a Level 2 qualified member of staff

These courses are at various locations across Lincolnshire and some can be held in the Nottingham area. The club will identify suitable courses and assist in finding a suitable course for each volunteer's circumstances.

The club criteria for these courses is there to protect both the club and the volunteer and to support the volunteer with the cost.

To be considered for a Level 1 qualification the volunteer is expected to have done a minimum 3 months, ideally up to 6 months trial/familiarisation on poolside shadowing a fully qualified Teacher/Coach, covering at least 1 hour per week.

Attendance on any course will be at the discretion of the club.

The volunteer must be over 16 yrs. old to go on the course

The courses are considerably expensive, and this is recognised by the club, so we support the volunteer by splitting the cost and later reimbursing the volunteer their costs subject to criteria being met.

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The expectation is that 50% will be paid by volunteer and 50% paid by club

The volunteer 50% will be paid back by the club after 6 months subject to a min 1 hr continuous weekly commitment over that 6 months period.

The club also offer a Payment Plan to spread the volunteer cost ahead of the course, but 'volunteer' cost must be paid in full before attending the course.

The club will cover any course fee costs as noted but not travelling costs or expenses incurred whilst on the course.

Swim Teacher Level 2 / Swim Coach Level 2

The Level 2 courses are the next level of formal qualifications for the roles involved following on from Level 1.

Details of what the course entails are available from the Workforce Co-ordinator.

When over 18 years old within the club, a Level 2 qualification allows you to teach/coach a group on your own, but this will be at the request of the Swim Manager.

These courses are at various locations across Lincolnshire and some can be held in the Nottingham area. The club will identify suitable courses and assist in finding a suitable course for each volunteer's circumstances.

The club criteria for these courses is there to protect both the club and the volunteer and to support the volunteer with the cost.

To be considered for a Level 2 qualification there should be a minimum of 6 months between obtaining the L1 qualification and attending the L2 course.

The volunteer is expected to have been teaching/coaching continuously for a minimum of 1 hour per week for that 6 months period after gaining their L1 qualification.

Attendance on any course will be at the discretion of the club.

The volunteer must be over 18 yrs. old to go on the course

The courses are considerably expensive, and this is recognised by the club, so we support the volunteer by splitting the cost and later reimbursing the volunteer their costs subject to criteria being met.

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The club also offer a Payment Plan to spread the volunteer cost ahead of the course, but 'volunteer' cost must be paid in full before attending the course.

The club will cover any course fee costs as noted but not travelling costs or expenses incurred whilst on the course.

This is a non-contractual policy, and as such GDSC reserves the right to modify this policy at any time, but we will give reasonable notice of such changes.

The policy is to be reviewed on a three yearly basis.