



## **SPORTS CLUB DEVELOPMENT** **HEALTH CHECK**

<b>Club Name</b>	
<b>Venue</b>	
<b>Key contact</b>	
<b>Address</b>	
<b>Telephone no</b>	
<b>E-mail</b>	
<b>Club website</b>	



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## MEMBERSHIP

Does your club have the following membership categories? If so could you indicate approximate numbers of members in each category?

<b>Type of Membership</b>	<b>Gender</b>	<b>Number of Members</b>
<b>Adult (18 – 49)</b>	<b>M</b>	
	<b>F</b>	
<b>Adults (50+)</b>	<b>M</b>	
	<b>F</b>	
<b>Adult Disabled</b>	<b>M</b>	
	<b>F</b>	
<b>Junior (Under 18)</b>	<b>M</b>	
	<b>F</b>	
<b>Junior disabled</b>	<b>M</b>	
	<b>F</b>	
<b>Social</b>	<b>M</b>	
	<b>F</b>	

**Which of the following membership packages does your club offer?**

Family membership		Junior Membership	
Subsidised membership/activities		Student membership	

**THE PLAYING PROGRAMME**

**Which of the following age group does your club cater for?**

	Under 9's	Under 11's	Under 13's	Under 15's	Under 17's
Boys					
Girls					
Disability					

**How does your club plan for coaching sessions?**

Our coaches are not expected to provide the club with session plans for club activities	
Our coaches are expected to provide the club with a written session plan for the activities they deliver	
Our coaches are expected to produce long term player development programmes that are then underpinned and evaluated within each individual session plans	

**How many coaches does your club have at each session?**

The club can only provide one coach at each coaching session	
The club can not always make sure that two coaches are available at every session	
The club always make sure that the correct coach ratio is followed	

**PLAYER MANAGEMENT (RECRUITMENT)**

**How many schools does your club currently link with?**

None	One	Two	Three	More than three
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Please list \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Which (if any) of the following does a new player receive on joining the club?**

Induction letter/pack for new members		Fixture Sheet	
Newsletters		Social Calendar	
Code of conduct		Other (Please state)	

**How do you advertise your clubs activities?**

Newsletters		Newspaper adds	
Website		Open days	
Posters		Other (Please state)	

**Which of the following provision do you have to encourage people with a disability into your club?**

Wheelchair Accessible Toilets		Adapted equipment if required	
Parking spaces for Disabled Athletes		Equity policy	
Coaches that have attended disability training		Fully accessible facility	

**What Personal information does your club keep on players involved in club Activities?**

Name/Address		Emergency contact number	
Contact Number		Medical Details	
E mail address		Doctors Contacts	

**Are the above details available for the coach at every session**                      **Yes No**

**TALENT IDENTIFICATION**

**Do you have standard selection procedures, for the formation of teams and election of captains?**                      **Yes No**

**What level of player does your club have the capacity to cater for?**

Beginner		Regional	
Club		National	
County		International	

**Do you support the players in progressing?**

Our club is not aware of where to pass on players when they reach a high level of performance	
Our club is aware of where to pass on players when they reach a high level of performance, but do not want to loose all our good players	
Our club is aware of where to pass on players when they reach a high level of performance and recognise the important to the player in ensuring they have the opportunity to take advantage of it.	

Could you please provide the details (in the table below) of members of your club that participate at a representative level

Name	Age Level	Representative Team/Level i.e. County, Regional, National
Joe Bloggs	Under 15	Wheelchair Basketball

**ADMINISTRATION (Duty of Care, Equity and Safety)**

Our club has a committee that meet on a regular basis to discuss club issues	
Our club has a committee that meets on a regular basis and each member of the group has an understanding of what role they play	
Our club has a committee that meets on a regular basis and each position has clearly defined roles that are documented for all club personnel to see	

**Which of the following positions do you currently have filled by someone within the club? If more than one position is covered by one person please only state the role they wish to remain in.**

Chair		Junior section co-ordinator	
Secretary		Junior member representative	
Treasurer		Competition co-ordinator	
Head/Mentor coach		Social events co-ordinator	
Fundraiser Marketing		Other (Please state)	

**Do you provide an induction to the club for the following people?**

Coaches		Officials	
Volunteers		Players	
Parents		School groups	

**Does your club currently have a Club Development plan?**

Our club does not have a written club development plan	
Our club has a written club development plan but it is not evaluated on a regular basis	
Our club has a written club development plan that is evaluated on a regular basis in consultation with all club members	



## COACH AND VOLUNTEER MANAGEMENT

### **How often do you assess your coaches training needs?**

Our club does not undertake any continual professional development activity this is down to the individual to sort themselves	
Our club provide (where possible) support for coaches wishing to undertake professional development opportunities providing they identify it themselves	
Our club regularly undertakes continual professional development interviews with our coaches to ensure they are able to further their skill and knowledge.	

### **Do you provide mentoring for your coaches?**

Our club has no form of mentoring system for coaches	
Our club has a coach mentoring system, however it is very informal and not documented	
Our club has a coach mentoring system that is fully documented and accessible to all	

### **How do you recruit new coaches into your club?**

The club does not have a recruitment policy or process that we use to attract new coaches and volunteers	
The club has a recruitment process that we use to attract new coaches and volunteers however it is on an ad hock basis	
The club has a formal recruitment policy that we use to attract new coaches and volunteers into the club	

### **How often do you assess your volunteers training needs?**

Our club does not undertake any volunteer support and development activity this is down to the individual to sort this themselves	
Our club provide (where possible) support for volunteers wishing to develop providing they identify it themselves	
Our club regularly undertakes professional development interviews with our volunteers to ensure they are able to continually develop to their full potential	

### **Which of the following courses have members of your club attended within the last three years?**

Club for All		Volunteer Management	
Developing a junior club and sporting partnerships		Sports Facility Planning	
Funding promoting and marketing your club		Other Please Specify	

## FACILITIES AND EQUIPMENT

Does your Club have separate changing facilities for male and females? Yes No

Do you feel that your facilities are adequate/appropriate for volume of sports provision that your club provides? Yes No

Do you have enough appropriate equipment for your sporting activities? Yes No

Do you require advice on securing funding, in order to finance you development plan? Yes No

*Thank you for spending time completing this Health check. This is a working document, which holds information concerning various individuals and you as a sports club in general. There-fore this information will be stored confidentially and the contents will only be seen by the relevant officers from the Lincolnshire Sports Partnership and the appropriate officials from the club concerned.*

*If you would like to supply any additional information relevant to any of the questions in this Health Check please attach additional sheets of paper and clearly mark the section and the question they are relevant to.*

### COACHES AND VOLUNTEERS

Please identify the coaches currently working within your club in the table below listing qualifications held and the date of subsequent training courses attended. Please also complete the section on how these coaches would like to further their development in the next 12 months. This information will be used, so that appropriate information on future training courses can be sent out.

<b>NAME</b>	<b>NATIONALITY</b>	<b>NGB LEVEL</b>	<b>C.P</b>	<b>EQUITY</b>	<b>IST AID</b>	<b>POLICE CHECK</b>	<b>Which team/group are they responsible for</b>	<b>ARE THEY REGISTERED DISABLED</b>

**PLEASE NOTE-**

- C.P = Child Protection Training (Minimum of 3 hour Accredited courses)
- Equity = Equity in your Coaching Training (Minimum of 3 hour Accredited courses)
- I<sup>st</sup> Aid = A recognised first aid qualification such as ST Johns. British Red Cross
- Police Check = Official Criminal Records Bureau check/ or disclosure procedure
- Insurance = That a coach has current private indemnity insurance

**OFFICIALS- UMPIRES/ REFEREES**

In the table below could you please list all qualified umpires and referees that are actively officiating at your club.

<b>Name</b>	<b>Course attended</b>	<b>Date Taken</b>	<b>Future Training Requirements</b>	<b>Ethnicity</b>	<b>Are they registered disabled</b>