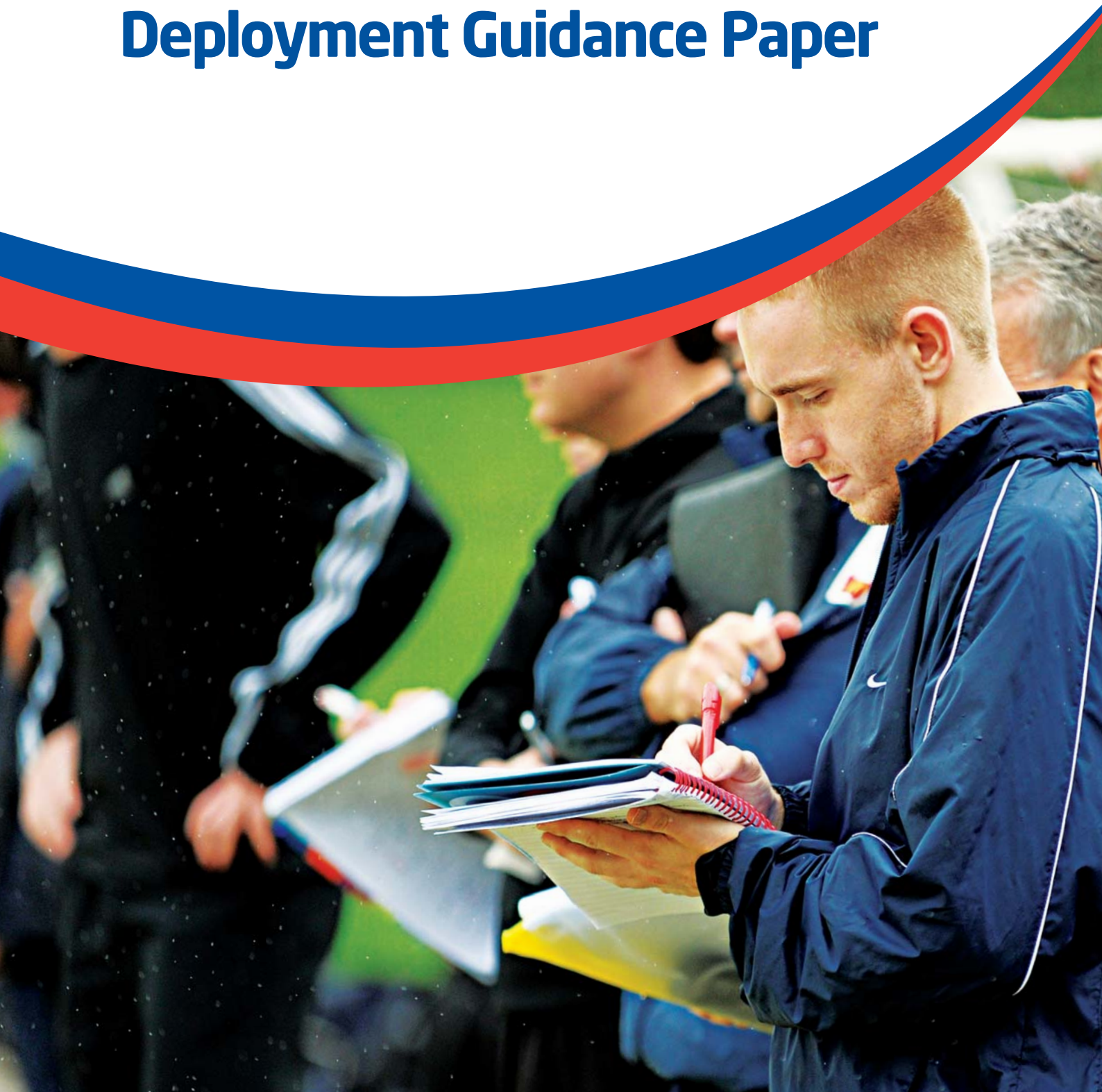


Minimum Standards for Deployment Guidance Paper



Minimum Standards for Deployment Guidance Paper

sports coach UK recently published its recommendations on the Minimum Standards for Deployment (MSD) of sports coaches within the United Kingdom. These recommendations were compiled following an 18-month review of the current position and the use of defined standards for employment and deployment of sports coaches across the employed-to-voluntary workforce spectrum. The key recommendations are to:

- 1 Separate MSD and specified additional training into two distinct groups
- 2 Adopt and apply Core MSD to all sports coaches working within the UK, including all employed (ie full-time, part-time, self-employed) and voluntary coaches
- 3 Supplement Core MSD with additional training appropriate to the coaching role, location, activity and population involved in the coaching session
 - 3.1 The recommended additional training would fall into two groups:
 - i Specific training identified as being relevant for deployment within specific coaching contexts, populations or activities
 - ii Optional training linked to an individual coach's personal training needs.

3.2 While guidance on the additional training is being developed, coaches are recommended to undertake the following three courses:

- i Safeguarding and Protecting Children
- ii Equity in Your Coaching
- iii How to Coach Disabled People in Sport.

The Core MSD recommendations cover the following five areas:

- minimum age
- appropriate qualifications
- appropriate insurance
- welfare safety checks
- policies that impact coaching practice.

The following sections provide further detail linked to these five areas. This guidance paper will be reviewed annually with updated versions released via the sports coach UK website.

1	Minimum age	<ul style="list-style-type: none"> • Lead coach or independent deliverer: 18+ years • Assistant coach: 16+ years <p>The reason for the age split is to ensure that a lead coach or independent deliverer is also an adult.</p>
		<p>As the lead coach has a significant level of responsibility, it is important that he or she is a minimum age of 18. The recommendation that a lead coach is 18 years or older is supported by key partners across the Home Countries and complies with requirement for the individual to have undergone an Enhanced Criminal Records Bureau (CRB) check, as the responsible adult.</p> <p>An assistant coach works under the direction/supervision of a lead coach. As such, the minimum age recommendation is 16. This age recommendation is also in line with UKCC Level 1 entry criteria.</p> <p>In this situation, the lead coach remains the responsible adult. Clearly, a lead coach would need to consider the nature of activities the assistant coach is required to undertake as part of his or her coaching delivery as well as his or her capability to undertake such activities.</p>



2	Appropriate qualifications	<ul style="list-style-type: none"> • Lead coach or independent deliverer: UKCC Level 2 or above • Assistant coach: UKCC Level 1 <p>For any non-UKCC qualification, the specific governing body of sport would need to confirm which specific qualification/award enables/allows the coach to lead/independently deliver coaching sessions.</p>
		<p>Further information on current UKCC Level 1 qualifications is available from the respective governing body of sport or can be found in the sports coach UK <i>UKCC Level 1 Guide</i>.</p> <p>Technical guidance The specific governing body of sport should be consulted regarding any questions concerning technical competence and the technical appropriateness of certain qualifications. Guidance in relation to technical matters should be adopted by all sport-specific coaches.</p> <p>As this guidance specifically relates to coaching roles, it is important to recognise that it is only coaching qualifications that are recommended. Other sports industry qualifications will qualify an individual to undertake other activities, but will not qualify someone to coach.</p> <p>Deployment guidance In respect to the deployment of coaches, decisions on which qualifications are appropriate for particular environments will depend upon the context the coach is being deployed into. Such decisions will lie with those organisations responsible for making such decisions. For example, within sport-specific provision, the governing body would define the appropriate qualifications for coach deployment. Similarly, within education, Local Authority or private clubs, standards would be set by the groups responsible for their governance.</p> <p>Where a deploying organisation sets a standard for deployment that is above that set by the governing body, this higher standard should be used.</p> <p>If a deploying organisation decides to allow the deployment of sports coaches with a lower level of qualification than that recommended for technical competence by the governing body, the responsibility for such a decision would rest with the deploying organisation. In such cases, appropriate measures should be undertaken to support and protect the coach.</p>
3	Appropriate insurance	<ul style="list-style-type: none"> • An insurance policy that covers the coach for the duties to be undertaken <p>Ensures both the coach and the participants are covered.</p>
	<p>What cover is required?</p> <p>Statutory</p> <p>Essential</p> <p>Essential</p> <p>Optional</p> <p>Other</p>	<p>This would depend upon the nature of the role being undertaken; however, the following policies would be recommended as best practice.</p> <p>Employer's Liability Cover: Legal liability for injuries to employees (permanent/temporary/contracted for services/volunteers) arising in course of employment.</p> <ul style="list-style-type: none"> – If a lead coach is working with an assistant coach (and therefore directs what the assistant does and how it should be done), the lead coach could be classed an employer; in that he or she is responsible for the care and actions of the assistant coach. <p>Public Liability Insurance: Legal responsibility for 'third party' claims against the activities of the individual/group and legal occupation of premises.</p> <ul style="list-style-type: none"> – A minimum of £5million indemnity is recommended; although some governing bodies of sport are increasing this sum to £10million cover; which is anticipated as becoming the norm in the future. <p>Professional Indemnity: Legal cover against claims of breaches of professional duty by employees while acting in the scope of their employment (eg for giving poor advice, errors or omissions in advice).</p> <ul style="list-style-type: none"> – A minimum of £5million indemnity is recommended; although some governing bodies of sport are looking to increase this sum to £10million cover; which is anticipated as becoming the norm in the future. <p>Personal Accident Cover: Arranged by the individual or the employer.</p> <ul style="list-style-type: none"> – Personal accident claims could be claimed against the coach. <p>Libel and Slander: Covers against claims for defamation (eg libellous material in publications).</p> <ul style="list-style-type: none"> – Recommended cover of £1million. • The impact of a coach's activities on car insurance. • Insurance cover for equipment supplied by the coach.

4	Welfare safety checks	<p>Enhanced CRB Check or Scottish Disclosures (SD)</p> <p>Within Scotland, coaches would comply with the requirements of Scottish Disclosure. For England and Wales, the requirements of the Enhanced CRB would apply.</p>
		<p>The level of checks that should be undertaken are recommended as follows:</p> <ul style="list-style-type: none"> • Lead Coach: Enhanced CRB/SD check • Assistant Coach: Enhanced CRB/SD check <p>CRB or SD checks should be carried out by the employer in respect to the duties to be undertaken by the coach. Where a coach is employed by one organisation and deployed within another, the approach to CRB/SD checks should take account of the policies of each organisation. Any questions regarding this area should be referred to the respective lead organisation.</p>
5	Policies that impact coaching practice	<p>A provider would need to have the following policies in place, which a coach would be required to sign up to:</p> <ul style="list-style-type: none"> • code of conduct • equality • participant welfare • health and safety. <p>Such policies identify areas of best practice and it is important they are implemented by both the provider and the coach.</p>
		<p>Coaches would initially be asked to commit to the specific policies of their governing body of sport through its registration scheme of active and qualified sports coaches.</p> <p>If the sports coach works only within the governing body of sport environment (eg via its club, representative programme etc), the governing body of sport's policies should be used.</p> <p>If, however, the coach is being employed by another organisation to deliver coaching activities outside the governing body of sport structure, the coach should be required to commit to the employer's policies. In such cases, employers' policies and procedures should supersede the governing body of sport's national policies.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Where the employer's policies are less stringent than those of the governing body of sport, the coach should adhere to the standards set by the governing body of sport. In such a case, if the employer requires the coach to comply with the less-stringent policies, the coach should raise this as a concern with his or her employer. • Where the employer's policies contradict those of the governing body of sport (eg in regard to safe coaching practices), the coach should inform the employer of this and make known his or her wish to comply with the governing body of sport's policies. If, following this, the coach is still required to comply with the employer's policies, the coach must consider the impact of the employer's request carefully.

Proposed Framework of MSD Additional Training

While the recommended Core MSD have been identified for use with all sports coaches, there may be a need for additional training to be undertaken. Coaches can be deployed into a mixture of roles, environments, locations and sporting activities and asked to work with a range of participants to achieve a variety of outcomes.

Through the recommended Core MSD, guidance is provided on the basic checks that a coach manager/employer should undertake.

The framework of additional training, shown in the diagram overleaf, suggests an approach for coach managers to identify appropriate training for coaches. This approach will enable coach managers/employers to:

- identify the additional training that is recommended
- inform the essential and desirable knowledge, skills and experience that they look for in a coach
- support the decisions of coach managers in whether to deploy a coach or not.

The proposed framework for additional training suggests that guidance from five areas should be considered by the coach manager; including:

- sport-specific requirements
- participant population requirements
- programme-specific requirements
- venue/physical environment-specific requirements
- coach's status and role requirements.

Recommendations for additional training would be provided from appropriate organisations with a mandate to provide such guidance to employers/deployers of sports coaches (eg governing and other lead bodies for within the sports industry).

sports coach UK currently recommends the following additional training for sports coaches:

- 'Safeguarding and Protecting Children'
- 'Equity in Your Coaching'
- 'How to Coach Disabled People in Sport'.

Following relevant assessments of the coaching activity to be undertaken, local coach managers would make a decision regarding the suitability of a specific coach to be deployed. In making the decision, the coach manager will compare the coach to both the Core MSD and the additional training recommendations.

The coach manager will then evaluate the suitability of the coach to be deployed against four options, where option 1 is recommended, and option 4 is the least favourable outcome.

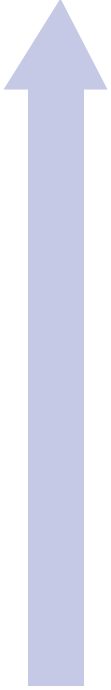
sports coach UK recommend that option 1 is adopted following the completion of an appropriate recruitment, induction and deployment process.

Option 4 places both the coach and the employer in a vulnerable position and it is not recommended that this option is used. If faced with this situation, it would be best to cancel the activity rather than select this option.

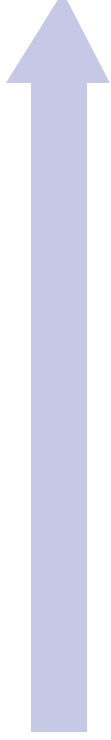
Coach Manager	
Issues	Potential Options
1 Coach complies with all the recommended guidance	Coach manager can deploy the coach
2 Coach meets most of the recommended guidance	Coach completes the remaining additional training prior to deployment and is then deployed
3 Coach meets some/none of the recommended guidance, time is short and the activity needs to happen	Assign other staff/coaches to work with the coach, as an interim measure, to address remaining issues until such time as the recommendations within the Core MSD and or additional training are met
4 Coach meets some/none of the recommended guidance, time is short and the activity needs to happen	Deploy the coach anyway and take the risk nothing happens This option is not recommended as it places the coach and employer in a vulnerable position

MSD Review: Proposed Framework of Additional Training

1



2



3

Coach Manager



Coach manager recruits a coach

Selecting the appropriate standards for coach deployment

Adopting the Core MSD

Identifying the MSD additional training by considering:

Coach's status and role:

The coaching workforce is made up of volunteers and paid coaches leading sessions, managing or mentoring colleagues, while others are assisting lead coaches under direct supervision. Coaches undertake different roles and responsibilities and, as such, may require additional training in relation to the duty of care, delivery expectations and liabilities.

Programme:

Different coaching programmes will have different aims and objectives depending on the reason for the session being delivered. For example, whether linked to general practitioner referral schemes, social exclusion projects or working with under-represented populations, coaches may require additional training to enable the appropriate delivery approaches to be used.

Sport-specific requirements:

Governing body of sport guidance may include whether coaches need a governing body licence to practice or should have attended sport science, specific medical, first-aid or technical training after obtaining their coaching qualification.

Venue/physical environment:

The venue/physical environment wherein coaching activity takes place could be managed by Local Authority, governing body, commercial, private or educational organisations. The managing organisations may, in response to health and safety, legal or other directives, require the completion of additional training.

Participant population:

Guidance will identify additional training recommended for each coaching population role. **Within this guidance will be recommendations for coaches working with disabled participants and other population groups.**

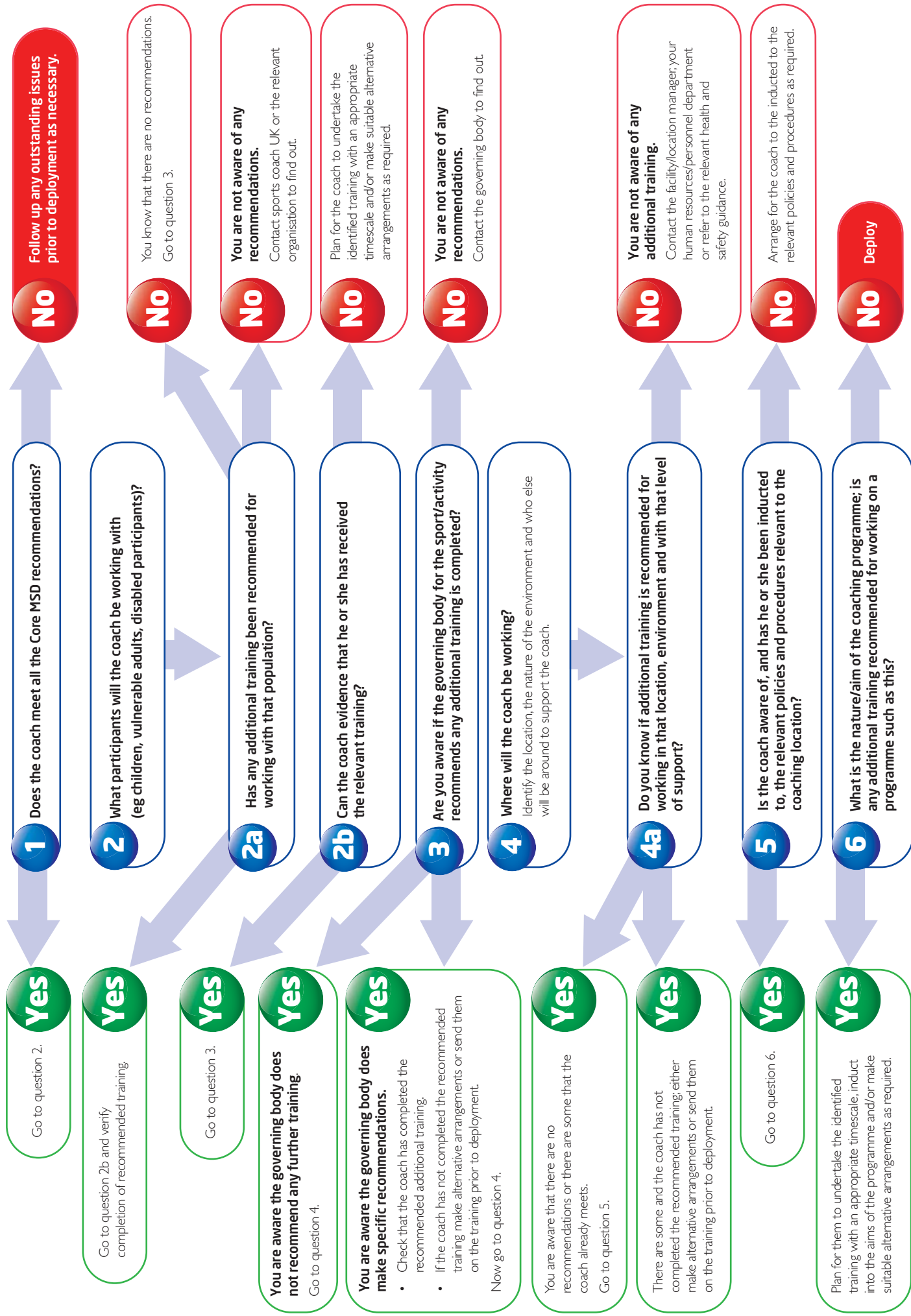
Coach



Decision: Risk management

- Deploy
- Deploy with colleague /mentor
- Further training

Key Questions for Additional Training





For information about sports coach UK, and further support and training available, contact:

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