

## Wiltshire & Swindon Coach Bursary Scheme 2018-19

Dear Coach

Please find in this document details of the Wiltshire & Swindon Coach Bursary Scheme.

***Funding aims:***

The aim of the bursary scheme is to assist with increasing capacity for the need of coaches at all levels and environments within Wiltshire & Swindon. The bursary has been set up in order for coaches to meet the required Minimum Standards for Deployment set across the county implemented by UK Coaching. These standards can be viewed on the WASP website <http://www.wiltssport.org/coaching/rightcoach>.

***Who can apply?***

Any individual who wishes to achieve a UKCC Level 1, 2 or 3 qualifications. Individual applicants who wish to obtain qualifications to host, facilitate and/or be an activator in sport will also be considered. All applicants must be a resident in Wiltshire or Swindon and/or will be using their qualification within the county. Applications are encouraged from individuals who are from one or more of the following groups; or who are delivering sport to one of the following groups (and/or individuals/groups that are in receipt of certain benefits).

Women and/or Girls

Disability

Black and minority ethnic groups

50+ offer

***Resources:***

The maximum grant that can be applied for is 50% of the actual course cost (not to include transport or accommodation) to a maximum of £200. In return for the grant we ask that you deliver 5 x 1 hour voluntary sessions in different settings, including curriculum, extra-curricular, club and/or community setting.

***Bursary Application Timescales:***

Submission Deadline	Award Date
26 <sup>th</sup> October 2018	November 2018
25 <sup>th</sup> January 2019	February 2019
26 <sup>th</sup> April 2019	May 2019
26 <sup>th</sup> July 2019	August 2019

The bursary scheme has been created in partnership between WASP & Wiltshire Council. For further information on the bursary scheme or to apply please contact Alan Low, Sports Consultant [alan@wiltssport.org](mailto:alan@wiltssport.org) or Daniel Geeson, Sports Development Officer for Wiltshire Council [sportsdevelopment@wiltshire.gov.uk](mailto:sportsdevelopment@wiltshire.gov.uk)

## Coach Bursary Scheme - Terms & Conditions

### **Application Process:**

- Applicants must live in, or deliver coaching in, Wiltshire or Swindon.
- Applications will be prioritised by local need e.g. sport, coaching workforce or club demand. The panel will ensure a fair spread of bursaries are awarded across the county.
- Applications from coaches within clubs who are Clubmark accredited, or are working towards accreditation, are encouraged to apply.
- Applicants must apply for the bursary **before** the start of their course date.
- All sections of the application form must be completed.
- Applications will be assessed by a panel made of representatives from WASP and Wiltshire Council. The decision of the panel will be final.
- To receive your bursary payment, all eligibility criteria must be met within 3 months of passing the course or you will risk losing your bursary.

### **Eligibility:**

- All applicants must hold an enhanced DBS disclosure certificate, issued within the last 3 years by a relevant body.
- As per the minimum standards of deployment (MSD), applicants must hold relevant certificates in first aid, safeguarding & child protection and coaching insurance by the time that the bursary is paid (unless exemption is agreed by the bursary panel in writing). For more information visit <http://www.wiltssport.org.uk/coaching/minimum-standards-for-deployment>.
- Applicants have an honouring commitment to deliver 5 hours of sessions on a voluntary basis. These can be in one or multiple settings (e.g. curricular, extra-curricular, club, community) and must be evidenced before the bursary can be paid.
- If successful, the bursary payment will be made on completion of the course and once evidence of a pass certificate, DBS, MSD and voluntary sessions have been provided.
- Applicants are expected to register with RightCoach via WASP and log their qualifications and relevant coaching sessions at <https://www.wiltssport.org.uk/login>.
- Applicants undertaking a Level 2 qualification or above are expected to join the RightCoach accredited coaching scheme on completion of their course, if not already a member. More details are available at <http://www.wiltssport.org/coaching/rightcoach>.

Both Wiltshire Council and Wiltshire & Swindon Sport Partnership are firmly committed to the principles of equality and inclusion in both coaching and participant provision. We are keen to celebrate the diversity of people who live and/or deliver in Wiltshire and Swindon to ensure our sport provisions are accessible to all. Our aim is to ensure no applicant receives less favourable treatment or is disadvantaged by policies, procedures, conditions or requirements including on the grounds of age, disability, sex, gender identity, marriage or civil partnership, pregnancy and maternity, ethnic background, religion or belief, sexual orientation or caring responsibilities which cannot be shown to be justified.

## Coaching Bursary Application Form

Please complete **ALL** sections in as much detail as possible as this information will be used to assess your application.

### Section 1: Applicant's Personal Details

Name: .....

Address: .....

.....

Postcode: .....

Contact Phone Number: .....

Email Address: .....

Date of Birth: .....

Are you currently in full time education? YES / NO \*

*\* Please delete as appropriate*

If yes, what institution and location? .....

Are you registered for RightCoach with WASP? YES / NO \*

*If not, please register now at <http://wasp.sportsuite.co.uk/login?referer=user#register>*

Which Minimum Standards of Deployment you currently hold: *Please tick all that apply*

- First Aid Certificate
- Safeguarding & Protecting Children Certificate
- CRB/DBS Certificate
- Insurance Certificate

### Section 2: Applicant's Coaching Experience

How much coaching experience do you have? *Please tick one option*

- Less than 1 year
- 1-3 years
- 3-5 years
- More than 5 years

How many hours a week do you coach/volunteer at present? *Please tick*

Total **paid** hours per week:

- Less than 1 hour
- 1-3 hours
- 3-5 hours
- 5 hours
- More than 10 hours

Total **voluntary** hours per week:

- Less than 1 hour
- 1-3 hours
- 3-5 hours
- 5 hours
- More than 10 hours

**What environments do you deliver in and how many hours in each setting?**

- School** (curricular/extra-curricular) PAID / VOLUNTARY \*  
Name of the school(s): ..... Number of hours: .....
- Sports Club** PAID / VOLUNTARY \*  
Name of Club(s): ..... Number of hours: .....  
Is the Club Clubmark accredited or working towards accreditation? YES / NO \*
- Other Coaching Employment** PAID / VOLUNTARY \*  
If yes, name of the Employer(s): ..... Number of hours: .....  
Are you a self-employed coach? YES / NO \*

**Please tick the boxes of ages of participants you currently deliver to:**

*Please tick all that apply*

- 5-11 Year olds  
 12-16 Year olds  
 17-25 Year olds  
 25+ Year olds

**Please tell us what coaching you will be doing following the completion of your course. Please pay particular attention to outlining your **voluntary coaching hours** and **increasing opportunities for new participants**.**

**Please tick if your coaching focuses on our priority groups: *Please tick all that apply***

- Women and or Girls**  
 **Disability**  
 **Deprived Communities**  
 **16-24 year olds**  
 **Black and minority ethnic groups**

**Will you require assistance in gaining the 5 x 1 hour voluntary sessions? YES / NO \***

### **Section 3: Course Details**

**Course Title:** .....

- |                                       |                                    |
|---------------------------------------|------------------------------------|
| <input type="checkbox"/> UKCC Level 1 | <input type="checkbox"/> Activator |
| <input type="checkbox"/> UKCC Level 2 | <input type="checkbox"/> Host      |
| <input type="checkbox"/> UKCC Level 3 | <input type="checkbox"/> Other     |

*Please tick one option*

**Course Cost:** .....

**Course Dates (start and end):** .....

**Course Venue:** .....

**Have you applied for any other funding for this course?** YES / NO \*

**If yes, from who (NGB, LA, etc.):** .....

**Please tell us why you wish to gain this qualification?**

**How will this affect the community surrounding your club/facility?**

**Once you have gained this qualification how many new participants a week will benefit from your coaching?**

.....

**What other Coach Education Courses would you be interested in attending?**

.....

Wiltshire & Swindon Sport (WASP) are the data controllers for the personal information you provide in this form. This information will be used to assess your suitability for a coach bursary and to provide you with updates on your application. WASP will share your personal data with Wiltshire Council for the purpose of managing the coach bursary scheme but will not share your data with any other third parties unless required or permitted to do so by law. For information about how WASP and Wiltshire Council use your personal data, including your rights as a data subject, please see the following links: <http://www.wiltssport.org/contact/our-policies> and <http://www.wiltshire.gov.uk/privacy>. If you have any questions relating to how your data may be used please email [joy@wiltssport.org](mailto:joy@wiltssport.org).

- Please tick this box if you would like to receive news and offers from WASP
- Please tick this box if you would like to receive news and offers from Wiltshire Council

**Signature** ..... **Date** .....

**Please return your completed form to Wiltshire & Swindon Sport, Richmond House, 1 Goodwood Close, Epsom Road, Trowbridge, Wiltshire, BA14 0XE or to [joy@wiltssport.org](mailto:joy@wiltssport.org)**