

Clubmark file assessment – Deeside Orienteering Club

Overall Comments

The Deeside submission is a very comprehensive and well thought out Clubmark folder. It is very welcoming to see that the evidence in the folder shows that the club take pride in their submission and has strived to keep it as up to date as possible. This is also reflected within the management of the club with a number of officials having up to date licenses. In conclusion Deeside should be warmly congratulated on what is a first class Clubmark submission. This can be described as a first class folder and something all clubs should aspire to.

	Criteria	✓ or ✗	comment
	Self-declaration form		
1	Duty of Care & Child Protection		
1.1	Child Protection policy	✓	Consistent with BOF policy. Adopted into a very clear club constitution.
1.2	Codes of conduct for volunteers	✓	Clear and comprehensive up to date code of conduct which has been recently reviewed.
1.3	CRB disclosures	✓	A number of club members have up to date CRB disclosures.
1.4	2 Coaches/Volunteers Child Protection trained	✓	Two members have received the training (Barry Chambers/Martin Pickering)
1.5	Emergency procedures	✓	The club has used the British Orienteering Clubmark emergency procedures and the SDF has been signed by the club chair.
1.6	Appropriate equipment used	✓	The club uses appropriate equipment and has signed the SDF to confirm this.
1.7	Risk assessments	✓	The club uses the British Orienteering Risk Assessment template. The SDF has been signed to detail that Risk Assessments are completed before each activity.
1.8	First aiders and kit available	✓	The club has a number of members qualified to deliver First Aid. The SDF has been signed to confirm that a qualified first aider is on hand at events and activities.
1.9	Access to phone	✓	The club has access to a phone at coaching sessions. The SDF has been signed to confirm this.
1.10	Contact & medical details avail to coaches	✓	The club maintains a register of participants. The SDF has been signed to confirm this.
1.11	Coach: Athlete ratios appropriate	✓	The club conforms to the recommended coach/athlete ratios. The SDF has been signed to confirm this.
2	Coaching & Competition		
2.1	Programme of 30 hours for juniors per year	✓	The club has a very comprehensive coaching programme for juniors. There are a number of options for juniors to access training. The SDF has been signed to confirm this. It is welcome to see some excellent examples of session planners provided by club coaches.
2.2	BOF registered – online activity registration	✓	The club registers their activities and events online with British Orienteering (a printout has been provided). The SDF has been signed to confirm this.
2.3	Lead coach is min UKCCL1/Level 2 + emergency 1stAid	✓	The club has one coach in the position of lead coach (Noel Schorah) who has the Level 4 coaching award.
2.4	Leach Coach and other coaches should have current Licence to Practice	✓	The club have a number of coaches who have a license to coach. It is noted the

			number who have lapsed and the club should be encourage to re-license these coaches.
2.5	Coaches written role descriptions	✓	The club has written job descriptions for coaches.
2.6	Regular competition programme 1 / month	✓	The club has a regular programme of competitions throughout the year through the Cheshire and Merseyside Schools Orienteering league.
2.7	Club enters Regional Junior Competitions	✓	The club entered two teams for the Yvette Baker regional qualifier and the first of these teams won through to the national final. A number of juniors within the club also represented the North West at the JIRCs.
2.8	Club enters National Junior Competitions	✓	The club entered two teams into the 2011 Peter Palmer relays. The club has also seen members attend a number of national competitions including the JK.
2.9	Promotion of Colour Coded/Badge incentive schemes	✓	The club promotes incentive schemes and has a member of the club to organise the awards.
3	Knowing your Club and its Community		
3.1	Open constitution	✓	The club has an open and comprehensive constitution.
3.2	Equity policy	✓	The club has an Equity policy and has recently reviewed and approved it.
3.3	Equity action plan	✓	The club has devised an equity action plan to recruit and retain members from the community
3.4	Coach attended 'equity in your coaching'	✓	One coach from the club have attended SCUK 'Equity in Coaching' course and another member has attended a Club for All workshop (and delivered some comprehensive notes/actions)
3.5	Code of conduct for parents	✓	The club has a code of conduct for parents and has recently reviewed and approved it.
3.6	Code of conduct for juniors	✓	The club has a code of conduct for juniors and has recently reviewed and approved it.
4	Club Management		
4.1	Junior membership policy	✓	The club has a membership policy with a specific pricing category for young people.
4.2	Junior committee or rep	✓	The club has a junior rep acting as a Junior Development Officer.
4.3	Junior co-ordinator/development officer	✓	The club has a number of roles around the support and development of juniors.
4.4	Club communicates with parents	✓	The club communicates to parents through its club magazine and a regular e news service.
4.5	Club links with min 1 school	✓	The club has links with a number of schools and should be credited for their high level of interaction here. The club has also developed links within the School Sports Network.
4.6	Club links with Local Authority SDO/SD unit	✓	The club has developed a number of strong links with the Local Authority and the Cheshire County Sports Partnership.
4.7	Development Plan up to date	✓	The club has a well structured development plan.
4.8	Roles for young people	✓	The club has roles for young people and has detailed a list of what work they have done in 2011

Edna Wilson

Assessor:

Date: 27/05/12