

Clubmark Accreditation Criteria

Activity Programme

- ✓ Provide a quality coaching programme
- ✓ Provide opportunities for personal performance awards and progressive development and uses coaching resources and initiatives to increase paddler development and satisfaction
- ✓ Offers a wide range of intra and inter club events and activities led by qualified updated coaches, who have clearly defined roles.
- ✓ Uses suitable equipment and operates from suitable venues

Duty of Care & Safeguarding and Protecting Children

- ✓ The BCU Duty of Care—Child Protection and Vulnerable Adults policies have been adopted and are being implemented covering issues such as Enhanced CRB disclosure checks and specific guidance on contact issues.
- ✓ A Welfare Officer and at least one other coach has had appropriate direct delivery child protection training that supports the adopted policies
- ✓ Codes of practice have been adopted for coaches officials and volunteers
- ✓ Emergency and accident procedures are in place and contact details and medical records are collected to support coaches and volunteers trained to administer first aid

Knowing your Club and its Community

- ✓ A non discriminatory constitution or operating procedures are in place
- ✓ The BCU Equity policy has been adopted and is implemented
- ✓ The Club has an action plan identifying how it will recruit and retain members
- ✓ The Club Committee has completed an equity task or at least one member has received recent training in Equity and how to ensure the club is open and accessible, reaching all members of the community.
- ✓ Codes of practice for adults, parents/carers and a set of rules for young people

Club/Centre Management

- ✓ Affiliated to the BCU/Canoe England and has public liability insurance
- ✓ Appropriate pricing policies and membership categories are evident
- ✓ There is clear communication to members and parents/carers
- ✓ There is a named Volunteer and Junior coordinator whose role is to look after these groups of people and liaise with Local Authority / County Sports Partnerships and Canoe England through the Paddlesport Development Officers
- ✓ Links are in place with schools and or youth/community organisations
- ✓ The club is committed to further development through an action plan

For further details about club accreditations and development contact:

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tel. 0845 370 9500 e mail youth@bcu.org.uk website www.canoe-england.org.uk

For more information about Clubmark go to the website www.clubmark.org.uk

Canoe England Accredited Award Scheme

for

Paddlesport Clubs working with young people



‘The sign of a quality club’

CLUBMARK is the  **SPORT ENGLAND** mark of high quality junior clubs

Working together to develop, recognise and reward
Quality Paddlesport Provision

"It is great to see Clubmark underpinning the new 3 tiers of accreditation. Clubmark is minimum operating standards and the additional criteria for Top Club and Top Club Gold builds directly on this, giving high quality junior sports clubs clear pathways for progression."

*Clare Macleod, Knights, Kavanagh & Paige (KKP)
managing Clubmark for and on behalf of Sport England*

Clubmark Top Club and Top Club Gold is an award that gives recognition to any club that encourages young people through participation in Paddlesport.

Canoe England believes that by supporting clubs to achieve accreditation, will result in clubs developing into progressive, successful and sustainable clubs that offer clear pathways in Paddlesport.

Working Together

There is a common thread running throughout sport for all bodies to work with common goals of encouraging new people in to our sport and develop those already participating. If your club holds this ethos then Canoe England, Sport England and other key agencies involved with the delivery system in sport wish to work with you to support and help develop your club.

Clubmark—Active Accessible Accredited

The Clubmark framework consists of core criteria that set standards to which all clubs should aspire

The scheme has two main objectives.

- ✓ To ensure NGB accreditation programmes contain the core criteria that encourages active accessible and accredited clubs..
- ✓ To enable parents/carers and sports professionals to recognise an accredited club through a common branding.

Twenty nine National Governing Bodies (NGB) have so far adopted these criteria within their own development and accreditation programmes. Clubs work through their NGB or County Sports Partnership (CSP) to gain the Clubmark kite mark by working with development officers to provide evidence that demonstrates they meet the criteria.

Four main categories:

- 1) Activity Programme
- 2) Duty of Care & Safeguarding and Protecting Children
- 3) Knowing Your Club and its Community
- 4) Club Management

Many clubs will already be operating to or above the standards set by Canoe England. One of the 3 tiers of accreditation will suit your particular club and with support from a Paddlesport Development Officer (PDO) should be able to achieve the level with a minimum amount of work.

The Canoe England accreditation programme promotes the following principles:

- A Commitment to young people
- Provision of quality activity and progressive coaching programmes

Clubmark Top Club and Top Club Gold



Clubmark is Sport England's quality accreditation that demonstrates to sporting partners, local authorities, schools and parents, that a club meets the minimum operating standards to ensure clubs serve young people well, by offering a quality experience in a welcoming environment.



Top Club follows the same framework of criteria and standards as Clubmark but allows a club to provide evidence that they have systems and procedures in place that demonstrate they operate above the minimum operating standards. This type of club is offering more to Paddlesport, its members and the community.

This award is aimed at a club that demonstrates they offer:

- ✓ Development of coaching and training through a wide range of activities
- ✓ As a priority, development of coaches and volunteers
- ✓ The opportunity for young people to be included in decision making processes.
- ✓ Good lines of communication at all levels
- ✓ Strong links with schools and other clubs
- ✓ A detailed Action Plan that covers at least 2 years.



Top Club Gold has many of the same levels of criteria as Clubmark and Top Club but this type of club demonstrate that they are a very active club in both a community and performance based role.

This award is aimed at a club that demonstrates they offer:

- ✓ A dynamic coaching programme that encompasses a wide range of activities and events, with procedures and systems in place to support the membership.
- ✓ Strong management by an active committee that has action planned for the club's longer term future.

Many Clubs have benefitted from becoming an accredited club.

What some of our clubs had to say about the accreditation process.

"The 'Top Club process proved to us something we had lost sight of but had always maintained... club members recognised that what the club did was good and we all felt good about it"
Peninsula CC

"We have been able to access funding to buy a new club house" Stafford & Stone CC

"Gaining accreditation has made us sit up and think about how we do things in the club and we have put systems and procedures in place to make us more effective"
Banbury & District CC

Benefits of Clubmark and Top Club accreditation:

- ✓ Support from Canoe England development officers
- ✓ Discounted resources from Canoe England
- ✓ Access to greater funding opportunities
- ✓ Support from sports organisations
- ✓ Recognition from School Sports Partnerships, parents and Local Authorities
- ✓ Raised profile and promotion of the club or centre
- ✓ Coach and volunteer development
- ✓ Strong youth structure that ensures future growth
- ✓ Increased membership
- ✓ Raised profile