



# Coach Education Calendar 2008

North  
Hertfordshire  
College



# Welcome to the Hertfordshire Football Association Course Brochure 2008

Education is a great way to improve your knowledge, understanding and expertise in football. Whatever your experience in the game, there are always new things to learn. Hertfordshire County Football Association is committed to developing football across the county.

Following many successful years in providing quality courses we are again pleased to offer you a variety of courses, throughout the county, for all aspects of football, including coaching, first aid and safeguarding children in football workshop. This brochure will outline all the courses we offer and give you a comprehensive breakdown to ensure you find the course that meets your requirements.

Whatever your role is in football there are opportunities to get involved, We value your contribution and we want to help you to develop your knowledge and skills whatever your level, so we will provide courses suited to your needs.

## Courses

The need to provide support to those people coaching players at all levels of the National Game has long been recognised by The Football Association as key to the development of the game. The coach education programme has a huge impact on youth and grass roots playing opportunities.

### **Summary of the courses that are on offer:**

- Level 1 Club Coach
- Introductory Certificate in Adult Coaching
- Level 2 Certificate in Coaching
- Level 3 (UEFA B)
- Emergency First Aid
- First Aid for Sport
- Basic Treatment and Management of Injury
- Safeguarding Children in Football
- Club Welfare Officer
- Goalkeeping Level 1 Course
- Goalkeeping Level 2 Course
- The FA Skills Module
- The FA Level 3 Youth Award



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# Hertfordshire Football Association Development Team Contact Details

To enable the Hertfordshire FA to deal with your enquiry efficiently please contact either Alan Ackrell or Gill Collins who will be able to assist accordingly, alternatively please go to our FAQ (frequently asked questions) page on the Hertfordshire FA Website.

**Alan Ackrell**      **Football Development Officer (Education)**  
01462 650201  
[alan.ackrell@hertfordshirefa.com](mailto:alan.ackrell@hertfordshirefa.com)

**Gill Collins**      **Football Development Administrator**  
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[www.hertfordshirefa.com](http://www.hertfordshirefa.com)

## Venue Addresses

Please find below the venue addresses for the courses listed in the calendar (at time of publishing)

**Hertfordshire FA**  
County Ground  
Baldock Road  
Letchworth  
Herts SG6 2EN

**Hertfordshire Sports Village**  
De Havilland Campus  
Hatfield Business Park  
Hatfield  
Herts AL10 9EU

**Cavendish Sports College**  
Warners End Road  
Hemel Hempstead  
Herts HP1 3DW

**Birchwood High School**  
Parsonage Lane  
Bishops Stortford  
CM23 5BD

**Ware Youth FC**  
Trinity  
Fanhams Hall Road  
Ware  
Herts SG12 7NN

**Harvesters FC**  
Oaklands Lane  
Smallford  
St Albans  
Herts AL4 0HS

**Parmiters School**  
High Elms Lane  
Garston  
Watford  
WD25 0UU

## Pricing Structure for 2008

Course	Price	Subsidy Price
Level 1 Coaching certificate	£110	£53
Level 1 Goalkeeping Award	£134	N/A
Introductory Certificate in Coaching Adults	£60	N/A
Level 2 Coaching Certificate	£250	£65 for U19 / £130 Unemployed
Level 2 Assessments	£40	N/A
Level 2 Goalkeeping Award	£166	N/A
Level 3 Coaching Certificate	£395	£150
Emergency First Aid	£23.50	N/A
First Aid for Sport	£110	N/A
Basic Treatment and Management of Injury	£180	N/A
Safeguarding Children in Football Workshop	£23.50	N/A
The FA Level 3 Youth Award	£30	N/A
The FA One Day Skills Module	£15	N/A
FA Introduction to Coaching Futsal	£35	N/A
Coaching Disabled Footballers Course	£30	N/A

*Applicants must be aged 16 or over at the commencement of the course.*

*The increase in course fees for all 2008 Coach Education Courses now reflect increased Registration, Certification and Resource costs, which have been passed onto the Hertfordshire County FA by 1<sup>st</sup> 4 Sport Qualifications the qualifications awarding body. All course fees for accredited courses which sit on the QCA list are still receiving LSC subsidy which is used to provide the best possible service to our customers.*

### **FINANCIAL ASSISTANCE AVAILABLE**

#### ***Subsidised Course Places Available***

On each of the FA Coaching Certificates and FA Coaching License courses, we will reserve 2 places for those candidates who are unemployed and receiving income assessed benefit or who are full-time students (**under 19 years of age**) at a subsidised fee of £53 instead of £110 for a Level 1 Coaching course. For a Level 2 Coaching course the subsidised fee will be £65 for students **under 19 years of age** and £130 for unemployed candidates, instead of £250. For a Level 3 Coaching course the subsidised fee will be £150 instead of £395.

There are a maximum number of 2 subsidised places on each course and they will be allocated on a **first-come, first-served basis**. A waiting list will be compiled if the number of subsidised places becomes over subscribed due to demand. In order to book a subsidised place, you must contact the development team (via the details on the front of this booklet) to check availability.

If a subsidised place is available and you wish to reserve the place, you must pay the fee **IN FULL** to secure the place. We shall require documentary evidence that you are **not** in employment **and** in receipt of income-assessed benefit or that you are in full-time education.

Acceptable documentation includes:

- Letter from the DSS
- Photocopy of your benefit cheque

Your place will not be confirmed until the fee and the necessary paperwork have been supplied to us. Please note this subsidy does not apply to courses organised specifically for educational establishments or for candidates enrolling on courses organised to meet the needs of the individual clubs that are already heavily subsidised.

## **Coaching Education Courses Terms and Conditions 2008**

- The major body of courses are run in partnership with North Hertfordshire College
- Places are reserved on receipt of **full** course fee
- Telephone reservations are **not** accepted
- Full refunds of course fees paid will be made should course be cancelled due to insufficient numbers of candidates applying
- Candidates withdrawing from a course (except on medical grounds) less than two weeks prior to its commencement will be subject to a £20 administration charge

**Attendance on TRAINING CONTINUATION DAYS (Level 2 and 3) is mandatory as they are an integral element of the guided learning hours and course syllabus. Failure to attend Training Continuation Days will be considered as withdrawal from the course by North Hertfordshire College-Hertfordshire County FA and 1<sup>st</sup>4 Sport Qualifications (the Awarding Body)**

Failure to complete and submit completed logbooks on second Support Day will result in candidates being unable to complete Final Assessments.

Level 2 candidates are advised that Emergency Aid and Safeguarding Children in Football workshops are not included in their course and they will need to book onto and pay for these separately, as candidates must have attended these workshops before taking their final assessment.

Any participant who is suspended by the Football Association or any County Football Association will not be allowed to participate in any course activity.

### **Payment Details**

- Please do not send cash payments via the post
- Please make cheques payable to 'Hertfordshire FA Limited'

Any application forms and payments should be sent in to Hertfordshire FA for the attention of **Gill Collins** at the following address:

Hertfordshire Football Association  
The County Ground  
Baldock Road  
Letchworth  
Hertfordshire  
SG6 2EN

# Hertfordshire FA Coaches Association

By getting on the coaching ladder, individuals have the opportunity to progress up through the various FA Coaching qualifications while constantly enhancing their skills and knowledge. We hope that this will not only improve the ability of the individual but also the performance and enjoyment of the team.

Experience is essential for a coach as so much can be learned from the coaching field whether it is working with other coaches and learning from them or coaching different groups of players with mixed abilities.

A successful coach should always be open to new ideas and want to continually improve their individual skills and knowledge of the game.

The Hertfordshire FA Coaches Association offers the perfect solution to all coaches who aim to improve their skills, knowledge, experience and enjoyment of the game. The Hertfordshire FA are here to support those involved in football activities in Hertfordshire with new ideas, the sharing of knowledge and to develop a network of coaches to benefit the game both at a youth and adult level.

The HCA is open to any person over the age of 16 who feels that they may benefit from attending these meetings and sessions. Basically everyone can attend and take part in the practical parts, if they want to, or attend to make notes. We try to cover all aspects of the game, but importantly it gives coaches the opportunity to continue their development and learning.

## **What is the format of the meetings?**

This can be flexible, however the feedback we have so far received indicates that each meeting should last at least 2 hours and consist of either practical sessions, speakers of general interest, e.g. Long Term Athlete Development (LTAD) followed by a question and answer session and of course the chance to network. We would welcome further feedback on content of the sessions.

## **Frequency**

Last year the Association held 5 events, and our aim is to hold at least 4 per year. Again, the feedback seems to indicate that the volunteer workforce may struggle to attend on a more frequent basis and we would look for quality over quantity.

## **Venue**

In order that we reach the right audience we plan to hold meetings at different venues throughout the county. The Hertfordshire Sports Village, at Hatfield (our adopted home) is an ideal venue. The facilities are first class and it is fairly central with ample parking. Again, we are open to suggestions - if your club would like to host an event please let us know.

## **Membership**

Membership will be through application to the HCA and is open to any person regardless of whether they hold a coaching/medical qualification. Everyone is most welcome to come along. Membership runs annually from September to September, the renewal period is from June to September, but you can join at anytime throughout the year.

## **Cost**

Annual membership is £15.

One benefit of being a Charter Standard Club is that up to 10 coaches may join for £100. This will be an ongoing offer, but only applies to each coach as a one off offer.

Non members may attend Association events at an agreed fee, to be agreed by the committee, dependent on tutors fees and venue hire charges.

## **Benefits**

Invitation to four meetings

Hertfordshire Coaches Association newsletters

Branded merchandise – tracksuits, sweatshirts, polo shirts, notepads

Prepared notes on practical sessions – coaching course tutorial support

- ❑ Association events will be included towards Charter Standard clubs in service training record, a requirement for clubs to maintain their status

## Level 1 Course 2008 Schedule

<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1A</b>			
Introduction/Theory	18 <sup>th</sup> February	19.00 – 22.00	Hertfordshire FA HQ County Ground
Practice	23 <sup>rd</sup> February	09.00 – 17.00	
SCFW	27 <sup>th</sup> February	19.00 – 22.00	
Emergency Aid	29 <sup>th</sup> February	19.00 – 22.00	
Practice	1 <sup>st</sup> March	09.00 – 17.00	
Assessment	2 <sup>nd</sup> March	09.00 – 17.00	
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1B</b>			
Introduction/Theory	27 <sup>th</sup> February	18.00 – 21.00	Cavendish Sports College, Hemel Hempstead
Practice	1 <sup>st</sup> March	09.00 – 16.00	
SCFW	4 <sup>th</sup> March	18.00 – 21.00	
Emergency Aid	7 <sup>th</sup> March	18.00 - 21.00	
Practice	8 <sup>th</sup> March	09.00 – 16.00	
Assessment	15 <sup>th</sup> March	09.00 – 16.00	
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1C</b>			
Introduction/Theory	30 <sup>th</sup> April	19.00 – 22.00	Birchwood High School, Bishops Stortford
Practice	3 <sup>rd</sup> May	09.00 – 17.00	
SCFW	6 <sup>th</sup> May	19.00 – 22.00	
Emergency Aid	9 <sup>th</sup> May	19.00 – 22.00	
Practice	10 <sup>th</sup> May	09.00 – 17.00	
Assessment	11 <sup>th</sup> May	09.00 – 17.00	
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1D</b>			
Introduction/Theory	18 <sup>th</sup> June	19.00 – 22.00	Ware FC
Practice	21 <sup>st</sup> June	09.00 – 17.00	
SCFW	24 <sup>th</sup> June	19.00 – 22.00	
EM Aid	27 <sup>th</sup> June	19.00 – 22.00	
Practice	28 <sup>th</sup> June	09.00 – 17.00	
Assessment	29 <sup>th</sup> June	09.00 – 17.00	
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1E</b>			
Introduction/Theory	9 <sup>th</sup> July	19.00 – 22.00	Hertfordshire FA HQ County Ground
Practice	12 <sup>th</sup> July	09.00 – 17.00	
SCFW	15 <sup>th</sup> July	19.00 – 22.00	
Emergency Aid	18 <sup>th</sup> July	19.00 – 22.00	
Practice	19 <sup>th</sup> July	09.00 – 17.00	
Assessment	20 <sup>th</sup> July	09.00 17.00	

<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1F</b>			
Introduction/Theory	13 <sup>th</sup> August	19.00 – 22.00	Hertfordshire Sports Village, Hatfield
Practice	16 <sup>th</sup> August	09.00 – 17.00	
SCFW	19 <sup>th</sup> August	19.00 – 22.00	
Emergency Aid	22 <sup>nd</sup> August	19.00 – 22.00	
Practice	23 <sup>rd</sup> August	09.00 – 17.00	
Assessment	24 <sup>th</sup> August	09.00 – 17.00	
<b>Session – ALL FEMALE</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1G</b>			
Introduction/Theory	5 <sup>th</sup> February	19.00 – 22.00	Hertfordshire FA HQ County Ground
Practice	9 <sup>th</sup> February	09.00 – 17.00	
SCFW	12 <sup>th</sup> February	19.00 – 22.00	
Emergency Aid	15 <sup>th</sup> February	19.00 – 22.00	
Practice	16 <sup>th</sup> February	09.00 – 17.00	
Assessment	17 <sup>th</sup> February	09.00 – 17.00	
<b>Session – ALL FEMALE</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<b>Course Code – LEV1H</b>			
Introduction/Theory	3 <sup>rd</sup> September	19.00 – 22.00	Hertfordshire Sports Village, Hatfield
Practice	6 <sup>th</sup> September	09.00 – 17.00	
SCFW	9 <sup>th</sup> September	19.00 – 22.00	
Emergency Aid	12 <sup>th</sup> September	19.00 – 22.00	
Practice	13 <sup>th</sup> September	09.00 – 17.00	
Assessment	14 <sup>th</sup> September	09.00 – 17.00	

**Please Note:**

**SCFW = Safeguarding Children in Football Workshop**

To obtain the 1<sup>st</sup>4Sport Level 1 Certificate in Coaching Football candidates must attend all related sessions and acquire the required number of training hours and show competence in all units.

## Level 1 Goalkeeping Certificate

<b>Goalkeeping Level 1 Award 2008 – Course Code GK1-08</b>		
Date	Time	Venue
28 <sup>th</sup> March	09.00 – 17.00	Hertfordshire Sports Village, Hatfield
29 <sup>th</sup> March	09.00 – 17.00	
30 <sup>th</sup> March	09.00 – 17.00	

## Introductory Certificate in Coaching Adults

<b>Adult Level 1 – Introduction to Coaching Adults</b>		
Date	Time	Venue
7 <sup>th</sup> July	19.00 – 22.00	Hertfordshire FA HQ , County Ground
9 <sup>th</sup> July	19.00 – 22.00	
11 <sup>th</sup> July	19.00 – 22.00	
14 <sup>th</sup> July	19.00 – 22.00	

## Hertfordshire FA Bridging/Transition Course Level 1 to Level 2 (New)

<b>Level 1 to Level 2 Bridging Course - Course Code BC1-08</b>		
Date	Time	Venue
5 <sup>th</sup> April	10.00 – 16.00	Hertfordshire FA HQ , County Ground

## FA Introduction to Coaching Futsal

<b>Futsal Coaching Introduction – FUT081</b>		
Date	Time	Venue
23 <sup>rd</sup> May	10.00 – 16.00	Hertfordshire Sports Village, Hatfield

## Coaching Disabled Footballers Course

<b>Coaching Disabled Footballers Course - Course Code CDF081</b>		
Date	Time	Venue
9 <sup>th</sup> March	09:30 – 16:30	Hertfordshire Sports Village, Hatfield

## Level 2 Courses Schedule

<b>Code – CC2A</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	7 <sup>th</sup> March	19.00 – 22.00	Harvesters FC, St Albans
Tuition	10 <sup>th</sup> March	09.00 – 17.00	
Tuition	11 <sup>th</sup> March	09.00 – 17.00	
Tuition	12 <sup>th</sup> March	09.00 – 17.00	
Tuition	13 <sup>th</sup> March	09.00 - 17.00	
Tuition	14 <sup>th</sup> March	09.00 – 17.00	
Tuition	15 <sup>th</sup> March	09.00 – 17.00	
Continuation Days	9 <sup>th</sup> June	09.00 – 17.00	
Continuation Days	7 <sup>th</sup> July	09.00 – 17.00	
Assessment Days	7 <sup>th</sup> August	09.00 – 17.00	
Assessment Days	8 <sup>th</sup> August	09.00 start	
<b>Code – CC2B</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	9 <sup>th</sup> May	19.00 – 21.00	Hertfordshire FA County Ground
Tuition	12 <sup>th</sup> May	09.00 – 17.00	
Tuition	13 <sup>th</sup> May	09.00 – 17.00	
Tuition	14 <sup>th</sup> May	09.00 – 17.00	
Tuition	15 <sup>th</sup> May	09.00 – 17.00	
Tuition	16 <sup>th</sup> May	09.00 – 17.00	
Tuition	17 <sup>th</sup> May	09.00 – 17.00	
Continuation Days	7th July	09.00 – 17.00	
Continuation Days	22nd August	09.00 – 17.00	
Assessment Days	18th September	09.00 – 17.00	
Assessment Days	19th September	09.00 start	
<b>Code CC2C</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	1st August	19.00 – 21.00	Parmiter's School, Watford
Tuition	4th August	09.00 – 17.00	
Tuition	5th August	09.00 – 17.00	
Tuition	6th August	09.00 – 17.00	
Tuition	7th August	09.00 – 17.00	
Tuition	8th August	09.00 – 17.00	
Tuition	9th August	09.00 – 17.00	
Continuation Days	7th October	09.00 – 17.00	
Continuation Days	8th December	09.00 – 17.00	
Assessment Days	19th January 2009	09.00 – 17.00	
Assessment Days	20th January 2009	09.00 start	
<b>Code CC2D</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	22nd August	19.00 – 21.00	Hertfordshire Sports Village, Hatfield
Tuition	25th August	09.00 – 17.00	
Tuition	26th August	09.00 – 17.00	
Tuition	27th August	09.00 – 17.00	
Tuition	28th August	09.00 – 17.00	
Tuition	29th August	09.00 – 17.00	
Tuition	30th August	09.00 – 17.00	

Continuation Days	8th December	09.00 – 17.00	
Continuation Days	5th January 2009	09.00 – 17.00	
Assessment Days	2nd February	09.00 – 17.00	
Assessment Days	3rd February	09.00 start	
<b>Code CC2E</b>			
<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	17th October	19.00 – 21.00	Hertfordshire Sports Village, Hatfield
Tuition	20th October	09.00 – 17.00	
Tuition	21st October	09.00 – 17.00	
Tuition	22nd October	09.00 – 17.00	
Tuition	23rd October	09.00 – 17.00	
Tuition	24th October	09.00 – 17.00	
Tuition	25th October	09.00 – 17.00	
Continuation Days	26th January 2009	09.00 – 17.00	
Continuation Days	16th March 2009	09.00 – 17.00	
Assessment Days	6th April 2009	09.00 – 17.00	
Assessment Days	7th April 2009	09.00 start	
<b>Code CC2F</b>			
<b>Session – All Female</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
Introduction and Tuition	23 <sup>RD</sup> May	19.00 – 21.00	Hertfordshire Sports Village, Hatfield
Tuition	26 <sup>th</sup> May	09.00 – 17.00	
Tuition	27 <sup>th</sup> May	09.00 – 17.00	
Tuition	28 <sup>th</sup> May	09.00 – 17.00	
Tuition	29 <sup>th</sup> May	09.00 – 17.00	
Tuition	30 <sup>th</sup> May	09.00 – 17.00	
Tuition	31 <sup>st</sup> May	09.00 – 17.00	
Continuation Days	18 <sup>th</sup> July	09.00 – 17.00	
Continuation Days	22 <sup>nd</sup> August	09.00 – 17.00	
Assessment Days	11 <sup>th</sup> September	09.00 – 17.00	
Assessment Days	12 <sup>th</sup> September	09.00 start	

To achieve the 1<sup>st</sup>4Sport Level 2 Certificate in Coaching Football candidates must attend all related sessions and acquire the required number of training and tutor contact hours as well as showing competence in all units.

Please Note the following courses are not included in the Level 2 courses fee

- \* Safeguarding Children in Football Workshop (3hours)
- \* Emergency Aid (3hours)

Candidates are advised to obtain these certificates by booking onto courses listed in this brochure before final assessment dates for their proposed course.

It is a **MANDATORY** requirement of the awarding body that candidates have this evidence before assessment.

## Assessment/Re-Assessment Dates for Level 2

Extra assessment dates have been added for those candidates who either need to re-assess or who were unable to take their assessments at the first opportunity.

CODE – RA2	DATE	TIME (24 HR)	LOCATION
	24 <sup>th</sup> April	09.00 – 17.00	Hertfordshire FA HQ, County Ground
	25 <sup>th</sup> April	09.00 Start	Hertfordshire FA HQ, County Ground

## Level 2 Goalkeeping Certificate

Goalkeeping Level 2 Award 2008 – Course Code – GK2-08		
Date	Time	Venue
23rd May	09.00 – 17.00	Hertfordshire Sports Village, Hatfield
24 <sup>th</sup> May	09.00 – 17.00	
25 <sup>th</sup> May	09.00 – 17.00	

## Level 3 Dates & Schedule (Course Code CC3A)

Session	Date	Time (24 HR)	Location
Introduction and Tuition	26 <sup>th</sup> September	19.00 – 21.00	Hertfordshire Sports Village, Hatfield
Tuition	29 <sup>th</sup> September	09.00 – 17.00	
Tuition	30 <sup>th</sup> September	09.00 – 17.00	
Tuition	1 <sup>st</sup> October	09.00 – 17.00	
Tuition	2 <sup>nd</sup> October	09.00 – 17.00	
Tuition	3 <sup>rd</sup> October	09.00 – 17.00	
Tuition	4 <sup>th</sup> October	09.00 – 17.00	
Continuation Days	2 <sup>nd</sup> February	09.00 – 17.00	
Continuation Days	2 <sup>nd</sup> March	09.00 – 17.00	
Continuation Days	27 <sup>th</sup> March	09.00 – 17.00	
Assessment Days	9 <sup>th</sup> April	09.00 – 17.00	
Assessment Days	10 <sup>th</sup> April	09.00 Start	

To achieve the 1<sup>st</sup>4Sport Level 3 in Coaching Football candidates must attend all related sessions and acquire the required number of training and tutor contact hours as well as showing competence in all units.

## Emergency First Aid Courses

<b>Session</b>	<b>Date</b>	<b>Time (24 Hour)</b>	<b>Location</b>
EA2A	7 <sup>th</sup> March	19.00- 22.00	Hertfordshire FA HQ
EA2B	13 <sup>th</sup> June	19.00 – 22.00	Hertfordshire FA HQ
EA2C	12 <sup>th</sup> September	19.00 – 22.00	Hertfordshire FA HQ
EA2D	12 <sup>th</sup> December	19.00 – 22.00	Hertfordshire FA HQ

## First Aid for Sport Dates 2008

<b>Session</b>	<b>Date</b>	<b>Time (24 HR)</b>	<b>Location</b>
<i>Course Code FA4S1</i>			
	3 <sup>rd</sup> April	19.00 – 22.00	Hertfordshire FA HQ, County Ground
	10 <sup>th</sup> April	19.00 – 22.00	
	17 <sup>th</sup> April	19.00 – 22.00	
	24 <sup>th</sup> April	19.00 – 22.00	
	1 <sup>st</sup> May	19.00 – 22.00	
	8 <sup>th</sup> May	19.00 – 22.00	

## Level 2 Certificate in the Treatment and Management of Injury in Football

<i>Session</i>	<i>Date</i>	<i>Time (24 HR)</i>	<i>Location</i>
<i>Course Code:BTMI08</i>			
	4 <sup>th</sup> September	19.00 - 22.00	Hertfordshire FA HQ, County Ground
	11 <sup>th</sup> September	19.00 - 22.00	
	18 <sup>th</sup> September	19.00 - 22.00	
	25 <sup>th</sup> September	19.00 - 22.00	
	2 <sup>nd</sup> October	19.00 - 22.00	
	9 <sup>th</sup> October	19.00 - 22.00	
	16 <sup>th</sup> October	19.00 - 22.00	
	23 <sup>rd</sup> October	19.00 - 22.00	
	30 <sup>th</sup> October	19.00 - 22.00	
	6 <sup>th</sup> November	19.00 - 22.00	
	13 <sup>th</sup> November	19.00 - 22.00	
	20 <sup>th</sup> November	19.00 - 22.00	
	27 <sup>th</sup> November	19.00 - 22.00	

## Safe Guarding Children In Football Workshops

<b>Session</b>	<b>Date</b>	<b>Time (24 Hour)</b>	<b>Location</b>
SCFW1	3 <sup>rd</sup> March	19.00 – 22.00	Hertfordshire FA HQ
SCFW2	2 <sup>nd</sup> June	19.00 – 22.00	Hertfordshire FA HQ
SCFW3	1 <sup>st</sup> September	19.00 – 22.00	Hertfordshire FA HQ
SCFW4	8 <sup>th</sup> December	19.00 – 22.00	Hertfordshire FA HQ

# 1<sup>st</sup>4sport Level 1 Certificate in Coaching (Club Coach)

Name of Awarding Body: **1<sup>st</sup>4sport and / or The Football Association**

Implications of the Choice of Learning Programme:

- i) amount and standard of work that the student needs to produce:  
**Must demonstrate competence in practical coaching and satisfactorily demonstrate knowledge through an internal assessment. The amount of time the student has to dedicate to the course is as follows:**

<i>Introduction and registration</i>	<i>28 guided learning</i>
<i>Initial training</i>	<i>hours as listed within the</i>
<i>Safeguarding Children in Football workshop</i>	<i>Hertfordshire FA Coaching</i>
<i>Emergency aid course</i>	<i>programme brochure.</i>
<i>Assessment day</i>	

**The course is aimed at participants who will be working with players aged from 7 to 16 years old.**

- ii) methods to be used during the learning process  
**Students receive a range of practical demonstrations, theory modules, group discussions and course tasks.**
- iii) type(s) of assessment that will be used:  
**There is an optional final practical assessment and to take the assessment the candidate must have completed all the elements of the course. Students must pass this assessment to achieve “Club Coach” status.**
- iv) practical content of course:  
**Candidates should be aware that a significant proportion of the course comprises of practical involvement. Candidates should be prepared to participate as much as possible.**

Entry Requirements for the Programme:

- i) entry qualifications:  
**There are no formal prerequisites for this award. Prior experience of the sport is helpful. Minimum recommended age for this award is 16 years.**

Support Available to the Student:

- i) amount of tutor time:  
**a maximum of 20 guided learning hours followed by a minimum of 8 hours final assessment (optional)**
- ii) equipment:  
**Sports pitches and training rooms are available in a variety of locations throughout Hertfordshire.**
- iii) learning resources  
**Students receive a copy of the FA Course Pack, a level 1 Handbook, a copy of *The Laws of Association Football*, an interactive CD Rom, a Club Coach DVD, child protection resources and access to the *Soccer Parent* on-line course.**

Suitable Progression Available in Terms of Additional Qualifications:

- i) name of the additional qualifications:  
**1<sup>st</sup>4sport Level 2 Certificate in Coaching Football (The FA)  
1<sup>st</sup>4sport Level 2 in Treatment and Management of Injury in Football (The FA)**
- ii) awarding body:  
**1<sup>st</sup>4sport and/or The Football Association**
- iii) where and how the additional progression qualification can be achieved:  
**Progress to the Level 2 Certificate in Coaching Football is by recommendation of course tutor. A personal action plan is provided to guide candidates to an appropriate progression qualification and timescale.**

# **Goalkeeping Coaching Certificate - Level 1**

Following the introduction of the new Level 1 Goalkeeping Award by The FA, Hertfordshire FA will be running a second course in March. We are hoping for a positive response to the course as many coaches look to offer their goalkeepers more specific training.

Details of the course structure and requirements are outlined below. The course allows a minimum of 12 candidates and a maximum of 16 so if you want a place on this course please book early to avoid disappointment.

## **Course Information.**

### **1. For whom is the course intended: 16 Candidates**

For coaches who wish to learn the basic "Technical" aspects of Goalkeeping.

### **2. Course objectives:**

On completion of the course the competent coach will be able to :

- Coach basic individual techniques.
- Understand how to develop and improve the Goalkeepers' technique.
- Plan and prepare progressive technical practices.
- Maintain the health and safety of the players and other coaches.
- Maintain the high standards of conduct to promote Association Football.

### **3. Course of Training: 27 hours**

#### **Practical : 5 hours**

Specific Goalkeeping warm ups and cool downs  
Footwork  
The "Set" position.  
General handling techniques  
Diving saves – catching / deflecting / parrying  
Dealing with 1 v 1  
Dealing with crosses

#### **Final Assessment: 5 hours**

Two Groups of eight  
3 hours : Technical Practices ( 15 minutes each candidate )  
2 hours : Candidate De-briefs and Action Plans

#### **Theory Modules: 7 Hours**

1 hour : Course Introduction  
3 hours : The "Key Technical Aspects of Goalkeeping".  
3 hours : Long Term Player Development : 4 Corner model

#### **Pre-Course**

#### **Requirements: 6 hours**

3 hours : Emergency Aid\*  
3 hours : Safeguarding Children in Football Workshop\*

#### **Distance Learning / On Line**

2 hours : The Soccer Parent\*  
1 hour : Football Administration\*  
1 hour : Laws of the game\*

\* Candidates who currently hold these qualifications must produce their original certificates to be accredited prior to certification. Candidates who have not yet completed an emergency first aid or SCFW course should book these FA courses prior to starting the Level 1 Goalkeeping award.

\*These are separate courses and are not included in the cost of the goalkeeping course.

### **4. Certification Award :** The Football Association Goalkeeping Coaching Award (Level 1)

## **Introductory Certificate in Coaching Adults**

This course provides an introduction for coaches and managers that are involved in adult football and comprises of:

- Identifies effective communication
- Team talks
- Identifies appropriate warm up and cool down practices
- Identifies appropriate coaching practices
- Team and player management issues
- Explains fitness requirements of players
- Identifies future training needs

## **Hertfordshire FA Bridging/Transition Course Level 1 to Level 2**

**Duration 4 Hours**

**Prerequisites:**

Applicants will have successfully completed a 1<sup>st</sup> 4 Sport Level 1 Coaching Certificate and will be looking to advance onto a 1<sup>st</sup> 4 Sport Level 2 Certificate in Coaching Football course of instruction.

**Information:**

The course is designed to give prospective candidates for the level 2 course an insight into the practical and theoretical elements of the Level 2 syllabus and thereby enhance the candidate's knowledge and understanding of the level of commitment required to successfully complete the course. The days' training will cover the following:

- Level 2 Syllabus Introduction
- Advanced Technique/ Skill Practices
- Introduction to the delivery of the small sided games
- Sample technique practices
- Example of Coaching Theory

## **FA Introduction to Coaching Futsal**

**Duration 7 hours**

**Prerequisites:**

Applicants will have successfully completed a 1<sup>st</sup> 4 Sport Level 1 Coaching Certificate and undertaken The FA Safeguarding Children in Football workshop along with holding a valid Emergency Aid Certificate.

**Information:**

The course is designed to give the candidate an understanding of the game of Futsal and how to introduce it into their football environment. On completion of the course a successful candidate should:

- On completion of the course the candidates should be able to:
- Understand and appreciate the fundamentals of Futsal
- Organise and coach the basic skills and techniques of Futsal
- Understand the basic principles of attack and defence of Futsal
- Appreciate the "Laws of the Game" of Futsal
- Have an appreciation of the fitness demands of Futsal

## **Coaching Disabled Footballers Course**

**Duration 6 Hours**

**Prerequisites:**

Applicants will have successfully completed a 1<sup>st</sup> 4 Sport Level 1 Coaching Certificate and undertaken The FA Safeguarding Children in Football workshop along with holding a valid Emergency Aid Certificate.

**Information:**

The course is designed to give the candidate an understanding of how to work with disability players from coach conduct to the adaptation of sessions. On completion of the course a successful candidate should:

- Apply and extend your existing coaching skills and experience, meet the needs of players with a range of impairments.
- Establish basic communication skills for coaching disabled footballers.
- Use appropriate terminology
- Identify appropriate safety and medical considerations.
- Plan a wide range of coaching sessions for disabled footballers.
- Using the Inclusion Spectrum, plan your coaching sessions to include disabled players or provide alternative appropriate opportunities.
- Understand the player pathways available for disabled players including the appropriate structure for competition.

# 1<sup>st</sup>4sport Level 2 Certificate in Coaching (Coach Certificate)

Name of Awarding Body: **1<sup>st</sup>4sport and / or The Football Association**

Implications of the Choice of Learning Programme:

- i) amount and standard of work that the student needs to produce,  
Must demonstrate competence in practical coaching and satisfactorily complete a range of theory worksheets. The amount of time the student has to dedicate to the course is as follows:

<i>Initial 6 days training</i>	<i>48 guided learning hours</i>
<i>Training Continuation days</i>	<i>16 guided learning hours</i>
<i>Assessment weekend</i>	<i>16 guided learning hours</i>

*Not Covered on Course but are mandatory requirements:  
Safeguarding Children in Football, Emergency Aid and online Laws of the Game*

The student is also required to undertake at least 16 hours of practical coaching experience in the 3-4 months following the initial training week. These hours need to be recorded in a log book.

- ii) methods to be used during the learning process,  
Students receive a range of practical demonstrations, theory modules, group discussions and post course tasks.
- iii) type(s) of assessment that will be used,  
There is a final practical assessment and oral assessment conducted by one-to-one interview.

**ii) practical content of the course,**

candidates should be aware that a significant proportion of the course comprises of practical involvement. Candidate should be prepared to participate as much as possible.

Entry Requirements for the Programme:

- i) entry qualifications  
There are no formal prerequisites for this award, but completion of 1<sup>st</sup> 4Sport Certificate in Coaching Football (Club Coach Award)/ Level 1 certificate in Coaching Adults is a useful introduction. Equally, an extensive playing career and prior experience of the sport is helpful, but not essential. Minimum age for this award is 16 years.
- ii) previous experience: See above.

Support Available to the Student:

- ii) amount of tutor time  
**At least 64 guided learning hours followed by a minimum of 16 hours final assessment and 16 hours of practical coaching**
- ii) equipment  
**Sports pitches and training rooms are available in a variety of locations throughout Hertfordshire.**
- ii) learning resources  
**Students receive a copy of the FA Course Pack, and access to the referees' version of *The Laws of Association Football*. In addition, it is recommended that students should read *Soccer Tactics and Skills*.**
- iii) additional assistance  
Tutors are available by prior arrangement for additional telephone advice and further advice is also available from Hertfordshire Football Association (01462 650201/650202).

Suitable Progression Available in Terms of Additional Qualifications:

- i) name of the additional qualifications  
1<sup>st</sup>4sport Level 3 Certificate in Coaching Football (The Football Association) (UEFA 'B' Coaching Award).
- iii) awarding body

## **1<sup>st</sup>4sport**

- iii) where and how the additional progression qualification can be achieved

**Progress to the Level 3 Certificate in Coaching Football is by recommendation of course tutor. A personal action plan is provided to guide candidates to an appropriate progression qualification and timescale.**

## **Goalkeeping Coaching Certificate (Level 2)**

### **For whom is the course intended: 16 Candidates**

Current holders of any of the following qualifications:

- UEFA “A” Coaching Award.
- UEFA “B” Coaching Award / 1<sup>st</sup>4sport Level 3 in Coaching Football.
- F.A. Coaching Certificate / 1<sup>st</sup>4sport Level 2 in Coaching Football.

...who wish to coach “Goalkeepers” at the following levels:

- Non-League level
- Junior / Youth level

### **Course objectives:**

On completion of the course the competent coach will be able to:

- Coach basic individual techniques.
- Understand how to develop and improve the Goalkeepers’ technique.
- Plan and prepare progressive Technical and Functional practices.
- Maintain the health and safety of the players and other coaches.
- Maintain the high standards of conduct to promote Association Football.

### **Course of Training : 18 hours**

#### **3.1 Practical Demonstrations:** Specific Goalkeeping warm ups and cool downs

Footwork  
The “Set” position.  
General handling techniques  
Diving saves – catching / deflecting / parrying  
Dealing with 1 v 1  
Dealing with crosses  
Distribution – variation and technical principles.

#### **3.2 Theory:** The “Key Technical Factors of Goalkeeping”. Log book / Portfolio

### **Assessment:**

- Practical sessions 1 x 20 minute session : Technical Practice  
1 x 20 minute session : Functional Practice

### **Certification Award :**

The Football Association Goalkeeping Coaching Certificate (Level 2)

# **1st 4sport Level 3 Certificate in Coaching (UEFA B)**

Name of Awarding Body: **1<sup>st</sup>4sport and / or The Football Association.**

Implications of the Choice of Learning Programme:

- i) amount and standard of work that the student needs to produce:  
**Must demonstrate competence in practical coaching and satisfactorily complete a range of theory worksheets.**  
**Phase 1 = 6 days induction and initial training**  
**Phase 2 = 1 – 1½ month gap for candidates to do further study and complete a number of tasks**  
**Phase 3 = 2 further days training**  
**Phase 4 = 4 – 6 month gap for further study and tasks with at least one support day, to be held one month before final assessment**  
**Phase 5 = 3 days for the final independent assessments.**
- ii) **methods to be used during the learning process:**  
Students receive a range of practical demonstrations, theory modules, group discussions and post course tasks.
- iii) type(s) of assessment that will be used:  
There is a final practical assessment of coaching skills and written multi choice assessment covering aspects of football fitness, injury identification and recognition and aspects of first aid. There is an oral assessment conducted by one-to-one interview, covering aspects of recorded coaching.
- iv) **practical content of the course:**  
Candidates should be aware that a significant proportion of the course comprises of practical involvement. Candidates should be prepared to participate as much as possible.

Entry Requirements for the Programme:

- i) entry qualifications:  
Students should be coaches or prospective coaches who have achieved the 1<sup>st</sup>4sport Level 2 Certificate in Coaching Football. Achievement of an Emergency Aid Course (or similar) certificate will be required before the award of the 1<sup>st</sup>4sport Level 3 Certificate in Coaching Football. Also to have attended the F.A. Child Protection and Best Practice Workshop. Extensive experience of the sport and playing career is a helpful prior qualification.
- ii) previous experience:  
See previous item. The award is intended for those particularly interested in coaching young adults and senior players.

Support Available to the Student:

- i) amount of tutor time:  
**At least 90 guided learning and assessment hours in total and 16 hours of practical coaching with a coach / student ratio of no more than 1:12.**
- ii) equipment:  
**Sports pitches and training rooms are available in a variety of locations throughout Hertfordshire.**
- iii) **learning resources:**  
**Students receive a copy of the FA Course Pack, and access to the referees' version of *The Laws of Association Football*. In addition there is a recommended *Soccer Tactics and Skills* coaching book. Current developments in the law relating to those involved with children and young persons are reflected in the teaching and course materials.**
- iv) additional assistance:  
Tutors are available by prior arrangement for additional telephone advice and further advice is also available from Hertfordshire Football Association

Suitable Progression Available in Terms of Additional Qualifications:

- i) The FA Advanced Coaching License /UEFA 'A' Coaching Award

- iii) awarding body:

**1<sup>st</sup>4sport/Football Association**

- iii) where and how the additional progression qualification can be achieved:  
***Progress to the FA Advanced Coaching Licence/UEFA 'A' coaching award is by recommendation of course tutor. A personal action plan is provided to guide candidates to an appropriate progression qualification and timescale. The award is available nationally from selected FA appointed providers. Ultimate progression is possible to the FA Coaching Diploma (UEFA 'Pro' Coaching Award).***

## **Emergency First Aid Courses**

Emergency First Aid Courses are offered as part of our Level 1 Coaching Courses.

Please note that The FA only recognise FA, St John's, British Red Cross certificates or those endorsed by the HSE (Health and Safety Executive).

**The Emergency First Aid certificate lasts for three years only.** If your emergency first aid has expired you must attend another course to update your qualification.

Please note for Level 1 Coaching Courses this price is included in the cost of the Course.

## **First Aid Sport Courses**

**This was a new course in 2006 and has proved to be very successful. The course deals specifically with sports injuries and how to deal with them pitch side, so is highly recommended for all teams concerned about the level of first aid they are able to provide to their players. The course gives you confidence to deal with sports first aid issues in the most appropriate manner.**

### **INTRODUCTION**

Since 1993 the FA has provided the Emergency Aid course, from this the need for a more comprehensive First Aid course has been identified to provide a person with the knowledge and skills to deal with injuries that occur on the field of play from the minor to the severe. This course will identify these injuries and deliver the knowledge and skills required to treat them.

### **FURTHER DETAILS OF THIS COURSE ARE:**

#### **FOR WHOM IS THE COURSE INTENDED?**

The Football Association's "First Aid for Sport" is a comprehensive course, aimed at personnel acting as 'Manager', 'Coach', 'Trainer', or 'Therapist' for Amateur and Youth Clubs and for Teachers responsible for school teams.

This course is designed for all levels of football and other sports. The course will provide participants with the opportunity to gain fundamental knowledge and skills in order to recognise and manage common injuries sustained in football and other sports and administer immediate "Non-Emergency" first aid care.

#### **PRE-COURSE REQUIREMENTS**

Prior to enrolling on the course, candidates **MUST** have attended an FA Emergency Aid Training Course or a recognised valid course in Emergency Aid offered by St John Ambulance or The British Red Cross. Candidates who are involved in football, whether at junior or senior clubs, **MUST** have attended a Safeguarding Children in Football Workshop

#### **COURSE AIM**

To train a person in the basic knowledge of first aid. It will provide a person with the skills required to identify injuries and provide a level of first aid to prevent these injuries worsening by applying these first aid principles on the pitch side.

#### **COURSE OBJECTIVES**

On completion of the course, the student should be able to:

i. List or outline the tasks of a first aider for sport. ii. Describe the pre-game/event preparation for duties as a "first aider". iii. Outline the general structure and function of the relevant body tissues. iv. Define common injuries in football and sport. v. Describe the injury classification used for sports injuries. vi. Describe the reaction of tissues to injuries and the degrees of tissue damage. vii. Demonstrate the recognition/identification of injuries using the "SALTAPS" on-field injury assessment routine. viii. Describe the signs and symptoms of common injuries and methods used in the testing and recognition/differentiation of injuries. ix. Demonstrate practical first aid and management of injuries sustained in football and sport. x. Explain the importance of advice and actions to prevent or reduce injury. xi. Describe the important aspects of an Injury Report Form and an Emergency Information Form.

#### **COURSE TRAINING**

• Minimum 14 hours contact • Suggested 8 hours pre-course reading • In-course study

#### **ASSESSMENT/CERTIFICATION**

Assessments will be conducted on a continual assessment basis throughout the course using first aid scenarios for practical assessment. What is the duration of the Course? The course involves a minimum of 14 contact hours. Students will be expected to prepare themselves through pre-course reading (8 – 10 hours) using the FA's First Aid for Sport's course workbook. In-course practice of skills is expected.

**DURATION OF THE QUALIFICATION** The FA First Aid for Sport qualification is valid for 3 years, after which attendance on a further course is required.

## **COURSE SYLLABUS**

Course Introduction • Course Aims and Objectives • Legalities and Ethics The First Aider for Sport • Duties and Responsibilities • First Aid Priorities and General Treatment Principles • Pre-event Preparation Basic Anatomy and Physiology of the Body Tissues Injury • Injury Classification/Definitions • Effects and Reaction of Tissues to Injury • Degrees of Injury “On-Field Injury Assessment Routine” • “SALTAPS” Regime Recognition of and First Aid Practical Training for Injuries Sustained in Association Football and Sport • Fractures - General • Head Injury • Slings, Supports and Dressings • Injuries to Joints • Minor Cuts/Abrasions/Skin Burns • Fractures to Clavicle/Ribs • Ligament Injuries - Sprains • SALTAPS - “On Field” Assessment Routine • Muscle/Tendon Injuries:- • Strains • Contusions • Ruptures • Fracture to Cheekbone/Mandible • Winded Player • Muscle Cramp • Neck and Spinal Injury Reporting • Injury Report Form Awareness of Other Medical Conditions The Medical Bag • Types • Contents “ Essential items “ Useful items but not essential

## **Level 2 Certificate in the Treatment and Management of Injury in Football (L2TMI)**

The L2TMI is awarded by 1st4sport Qualifications and has been developed in partnership with The Football Association’s (The FA) Medical and Exercise Science Department and FA Learning. The L2TMI is accredited at Level 2 on the National Qualifications Framework.

### **Who is the L2TMI for?**

Adults (over 16 years of age) with a background or involvement in sport as a coach, match official or therapist, or for students who are studying for a sports science or sports therapy qualification and want to learn more about injury treatment and management.

Although the L2TMI has been developed with specific reference to injuries within a football environment, its content can be applied to other field-based sports as a generic sport related injury qualification.

Prior to registration for the qualification, all candidates should hold a current Emergency First Aid Certificate (or equivalent). Those who are working directly with children may be required by their national governing body or their employer to have been positively vetted by the Criminal Records Bureau (CRB).

### **Why deliver the L2TMI?**

- To provide candidates with a focused understanding of how to provide injury treatment and management in a sporting environment and to give them knowledge that can usefully support the provision of support for players in a voluntary club environment.
- To provide candidates with knowledge and application skills that will support and enhance those studying generic sports qualifications such as BTECs, A Levels, HNDs or degrees.
- As part of a comprehensive programme of sport qualifications including Continuous Professional Development (CPD) opportunities for exiting practitioners.
- The L2TMI is one of the few accredited injury-based qualifications that can be applied across a variety of field-based sports.

What can candidates use the L2TMI for?

- To gain paid or unpaid employment as a football therapist for an amateur or semi-professional football club.
- As preparation for working towards individual units of the National Occupational Standards for Sports Therapy (at this time there are no NVQs accredited in sports therapy).
- To progress on to the Level 3 Certificate in the Treatment and Management of Injury in Football (also awarded by 1st4sport Qualifications) and ultimately on to The FA Treatment and Management of Injury Diploma. For more information on this, please telephone The FA’s Medical and Exercise Science Department on 020-7745 4900.

Structure, Delivery and Assessment of the L2TMI

### **Qualification Structure**

It is recommended that a delivery programme for the L2TMI should include 52 notional guided learning hours.

The qualification is composed of the following three units:

- Unit 1 – Basic Anatomy, Kinesiology and Code of Ethics for Therapy
- Unit 2 – Pathology and Recognition of Injuries
- Unit 3 – Introduction to Basic Treatment and Management of Injuries and Injury Prevention

### **Assessment**

Internal assessment comprises:

- a 20-minute practical observation
- oral questioning of knowledge and understanding.

Independent assessment comprises a 45-minute written theory paper covering the knowledge and understanding requirements of all three units of the qualification. The papers are marked by an independent assessor appointed by the approved centre who meets the assessor criteria within the L2TMI Qualification Specification.

For those following a learning programme operating under the auspices of The FA, they will be required to attend The FA's workshop 'Child Protection and Best Practice'. Many approved centres run this workshop as part of the L2TMI learning programme. Delivery of this component will require approval from The FA. For more information, log on to the FA Learning website at [www.theFA.com/FA Learning](http://www.theFA.com/FA Learning)

## **Safeguarding Children in Football**

Safeguarding children is one of the five outcomes within Government's "Every Child Matters" agenda:

**Be Healthy**

**Stay safe**

**Enjoying and achieving**

**Make a positive contribution**

**Achieve economic well-being**

**Hertfordshire Football Association supports "Every Child Matters" through football development, and safeguarding, through the provision of courses and advice:**

**Your contact for advice is:**

**The National 24 hour Helpline number is: 0808 800 5000**

*.Please note for Level 1 Coaching/ Referee Courses this price is included in the cost of the Course.*

## **Club Welfare officer Workshops**

This course is part of our strategy to have a trained Club Welfare Officer at all youth football clubs in our county.

To join this workshop you must have satisfied the F.A. criminal records bureau process and have attended the F.A. Child Protection and Best Practice Workshop.

By the end of the workshop you will be able to:

- Identify, the club / league building blocks that need to be operational to demonstrate best practice in relation to safeguarding
- Have a clear understanding of the Club Welfare Officer's role and responsibilities, along with those for others in the safeguarding support network.
- Act upon concerns about poor practice and pass on those of possible abuse within or outside football
- Make an action plan to address any gaps within your club / league

# NEW COURSES FOR 2008

## The FA Skills Module

A minimum of 1<sup>st</sup>4Sport level 1 Certificate in Coaching Football or Qualified Teacher Status is required as a pre-course requisite. A six hour course aimed at those working with 5-11 year old players, who to improve their knowledge and understanding of the “what” and “how” to coach players of this age.

Code – SM1	Date	Time	Location
	8 <sup>th</sup> March	09.00 – 17.00	Hertfordshire FA HQ County Ground

## The FA Level 3 Youth Award

A minimum of 1<sup>st</sup>4Sport Level 1 Certificate in Coaching Football or Qualified Teacher Status and The FA One Day Skills Module or 1<sup>st</sup>4Sport Level 2 (or above) Certificate in Coaching Football as a pre-course requisite. A four day course aimed at those working with 5-11 year old players who want to further their knowledge and understanding. A course which encompasses a variety of theoretical and practical tasks around the learning processes involved when coaching 5-11 year old players.

Code – YA1	Date	Time	Location
	3 <sup>rd</sup> May	09.00 – 17.00	Hertfordshire FA HQ County Ground
	7 <sup>th</sup> May	09.00 – 17.00	
	8 <sup>th</sup> May	09.00 -17.00	
	10 <sup>th</sup> May	09.00 – 17.00	