

Dunbar United Colts Football Club



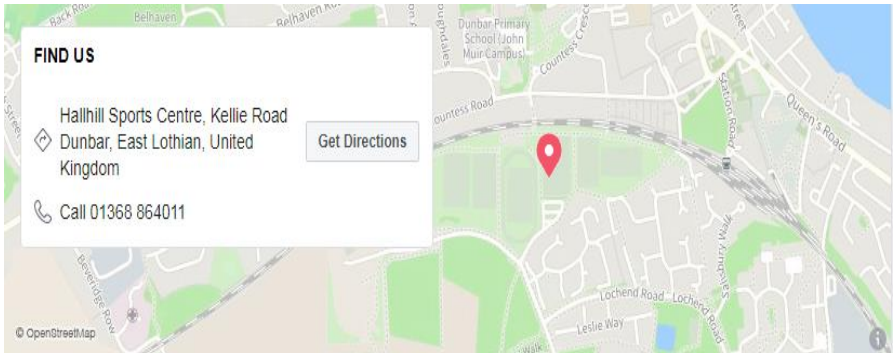
A Guide for Coaches and Volunteers



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1.0 About us and our Purpose



Located in the town of Dunbar, East Lothian, we are a grass roots football club run entirely by volunteers. We have a strong commitment to player development, coach education, child protection and first aid and have been awarded the gold community quality mark through the Scottish FA. We are currently working towards platinum legacy status.

Our main aim is to develop and improve the game of football amongst young people in Dunbar and the surrounding area. Of prime importance to the club is the welfare and enjoyment of all our young members.

The range of age groups in our club gives us a player pathway from age 5 to adult.

We pride ourselves in the large number of girls who now play for the Colts.

2.0 Programmes

Boys

Soccer School - Primary 1 and 2

U8's- Primary 3 (4 x 4 festivals)

U9's- Primary 4 (5 x 5 festivals)

U10's- Primary 5 (7 x 7 ELSSDA / ESSDA)

U11's- Primary 6 (As above)

U12's - Primary 7 (Pathway to 9's)

U13's - S1 (11 v 11 Competitive SERYFA)

U14's – S2 (As above)

U15's – S3 (As above)

U16's – S4 (As above)

U17's –S5 (As above)

U 19's – S6 / Leavers (As Above)

Amateurs

Girls

Soccer School – primary 1 and 2

U9's – Typically P3 and P4

U-11's – Primary 5, 6 and 7

U-13's – Primary 7 and S1's

Additionally, we work with the local authority and SFA to provide pre-school sessions, Football camps and programmes (Mini-kickers / Match-play to name two).

3.0 Coach and Volunteer Development

The development of the coaches and volunteers within our club is of prime importance. The colts cover the cost of all PVG's, coach training and education including first aid courses needed to support each age group.

We require every volunteer and coach within the club to hold a valid PVG gained through the SFA or SWFA before they can start to work with any children. All volunteers must

also have completed the online child wellbeing module through the SFA.

As a minimum, each age group should have at least one coach with a level 1.2 qualification and one first aider with relevant qualification (gained within the last 3 years). We also require all coaches with a 1.2 qualification to complete the 1.3 course within 12 months.

There are two main Coaching pathways, as well as a Goalkeeping pathway and specialist courses.

The children's coaching pathway is as follows:

- 1.1 Early Touches (6 hours – 1 day course)
- 1.2 Coaching Young Footballers (12 hours – 2 day course)
- 1.3 Coaching in the game (12 hours – 2 day course)

Thereafter, there is the opportunity to further progress and gain a Level 2 Children's Award (30 hours – 5 day assessed course)

The main (Youth / Adult) pathway involves:

- 1.1 Development Activities (6 hours – 1 day)
- 1.2 Coaching Footballers 13+ (12 hours – 2 day course)
- 1.3 Coaching in the game (12 hours – 2 day course)

Thereafter, there is the opportunity to gain a Level 2 Scottish FA C Licence (30 hours – 5 day assessed course).

There may be requirements to attend CPD courses to ensure these courses remain valid; Courses held by the SFA, which are typically short seminar type courses.

In addition, specialist training courses must be attended by the club Child Protection Officer.

A representative from each age group should attend the monthly Dunbar United Colts Committee meeting, held on the last Thursday of every month at Hallhill Healthy Living Centre.

4.0 Session Delivery and Content

4.1 Pre- Session

Ensure you arrive **at least 15 minutes** prior to the scheduled start time of your coaching session. This will allow you to set up all equipment and visually risk assess the area. It will also allow you to hit the ground running when the kids arrive and allow your session to flow better. You should have a session plan prepared for each session.

An area should be set aside for water bottles separate to the area where jackets should be neatly placed.

Make sure you remain pleasant at all times with the children and parents, you are representing Dunbar United Colts.

4.2 Delivery

We do not have set content for sessions hence the course education courses are essential. However, shared learning, asking the Development Officer to perform drop-in sessions, asking Coaches from the ages above for advice on what worked well, is essential for the development of the Coach and player.

Nevertheless, each session should have at least three of the five of the following:

1. Maximum activity (with a ball)
2. Problem Solving
3. Inspiration / Motivation
4. Challenging (age and stage)
5. Participant feel good factor / fun

As such, it is imperative to have key tools for the job. There are a number of cones, bibs, ladders, hurdles, poles and goals available within the Containers. As a minimum, there should be sufficient footballs available for a session for one ball per player (Age group supply or shared and stored within the container).

4.3 Content

Our aim is to develop Creative players. It is important that, especially at the younger age groups (5 to 9 years), activities that focus on moving the ball are enjoyable and developmental. We aim to support players to:

- Master and move with the ball
- Beat a defender
- Change direction
- Attack alone or in a group at speed
- Problem solve
- Improvise
- Finish on goal

The revamped SFA Coaching Young Footballers 1.2 course has good examples of content for these sessions.

Other key themes such as control, passing, heading and team shaping can be introduced to sessions along with the creative player aspect.

4.4 Coaching Style

The best coaches do not really need to tell players what to do but instead lead them to finding answers and solutions through effective questioning; this is called 'guided discovery'. Most of the time youngsters know the answers; they just need a nudge in

the right direction. Here are some nudging techniques:

- Where do you think we should do this turn?
- Who uses this technique to beat a defender?
- When do you think you should change direction?
- What do you think you could do differently?
- Why should we take the ball away with this foot?

A typical 60-minute coaching session might look like this:

- Warm up/ fun intro activity
10 minutes
- Skill practice
15 minutes
- Game related practice
10 minutes
- Small-sided games
20 minutes

- Cool down / equipment retrieval
5 minutes

This structure can obviously be adapted for shorter or longer sessions.

4.5 Post- Session

The post session is just as important as the pre-session and requires good coaches / people to help. Here are some tips:

Equipment retrieval - At the end of your session organise for the kids to retrieve the balls, bibs and markers and put them back in the bag, this can be done as a competition or challenge. Pre / Post and during sessions, get the players to hold / sit or place the ball under one foot, to avoid balls being kicked around the place when issuing instructions.

Colour stack the markers - Get the kids to do this too; if the markers can be grouped together, it makes it easier for the next session.

End of session - We are responsible for the kids during the advertised hours of the session so it is vital that no child leaves the session before the advertised finish time without a parent or guardian. At the end of the session make sure a coach from the session is close to the exit point, to ensure kids are exiting safely and that a parent / guardian collects them (unless prior notification that they will make their own way home at the end of the session). A coach should remain until the last child has been collected.

Containers - Please leave containers as tidy as possible when you put any equipment back.

Hallhill 3G – Please secure 11-a-side goals and return the keys. Park 7-a-side goals at the ends of each playing pitch and ensure rubbish has been collected and binned.

Hallhill grass pitches – It is in the Club's own interests to protect the grass playing

surfaces with sensible training schedules. Warm-up drills (Relay-type in particular), Speed and agility type training or repetitive use of the same area should be performed on the grass to the side of the playing areas. Goal keeping drills on grass should be performed on the grass to the side of the main pitches.

5.0 Motivation/ Inspiration

Kids want to learn and practice more if they are 'switched on'. There is nothing worse for a player of any age if they are subject to a lifeless coach, boring practices or taking part in something that is far too easy or difficult. Here is some ways we can inspire and motivate our players:

Goals - kids love scoring goals so even if it is a drill you are delivering, try your best to involve them where possible.

Targets - For example lines, gates, mannequins, boxes etc. These are almost as good as goals, they are easy to use and

can be used as part of a progression or to create competition.

Competition - All games are competitive, kids like competition. There are lots of ways to promote competition in a developmental way such as 'first to 3', naming of teams in a four way festival e.g Barca, Real, Man City, Man United etc or allowing them to showcase a move they have been practicing in front of their peer group.

Role Models - We use them to inspire kids all the time. If they see Ronaldo pulling off a chop for the first time, chances are they will be out in the playground trying it themselves.

Parents/ Guardians - Some can see them as a distraction, however they are an opportunity. Ultimately, the parents make decisions on behalf of their children. It is important that we enthuse them as well, even if it is just by saying hello when they arrive. Good coaches will be able to deliver

a session and keep the parents educated as to what we are trying to achieve with their child at the same time. Parents are often thankful for this, it adds to player retention, makes them feel valued and even as adults they feel more comfortable at the venue. Use the parents as a valuable resource particularly if a child needs time out or a trip to the toilet.

6.0 Long Term Player Development

Age	Stage	Values	Activity
3-8	Desire to Play	<p>Provide fun and enjoyable activity through well-organised and planned practices and games.</p> <p>Provide stimulating activities that promote fundamental skills and development.</p> <p>Develop basic skills within children, through football participation.</p>	<p>Practices that involve and promote speed, agility, balance and co-ordination. This can be anything from balancing on one leg to a step-over, be creative.</p> <p>Running, jumping, throwing, kicking, catching and control the body skills delivered predominantly through games/ challenge based activities.</p> <p>Small sided games such as</p>

3-8			1v1, 2v2, 3v3 and football 4s allow the opportunity to express enjoyment develop skills through games.
9-12	Learning to Play	<p>Provide opportunities in practice for technique development.</p> <p>Provide well-organised and enjoyable practices and games.</p> <p>Motivate and stimulate confidence in children to develop skills and game sense.</p>	<p>These ages are skill hungry years. Motivationally, children are geared to learn skills at this time; therefore, this is an ideal opportunity for focusing on building the skills of the game onto the movement skills of the children.</p> <p>Key physical qualities to develop in every</p>

<p>9-12</p>		<p>Challenge by setting basic goals, valuing effort and persistence and reinforcing improvement by providing objective and constructive feedback.</p> <p>Help the player develop both self-esteem and the ability to evaluate their performance.</p>	<p>training session are speed and agility.</p> <p>Coaches should focus on developing confidence, through fostering and reinforcing success in achieving basic goals for each player.</p> <p>The basis of commitment to future training is formed at this stage. Coaches should encourage 'homework' and independent practice.</p>
<p>12-16</p>	<p>Developing the Player</p>		

16-18	Preparing to Compete		
Over 18	Preparing to Win		

7.0 Sponsors / Branding / Kit

The club have a partnership for kit supply with the 'The Football Nation' in Edinburgh. Dunbar United Colts opted for 'Errea' as kit supplier for a number of reasons; namely, Cost, Kit design, delivery time, availability of kit, Kit renewal (typically retained for 3 years as opposed to 'bigger' kit suppliers who change annually).

Additionally, we have agreed a range for training kit and Coaches kit and no kit should be purchased which the two parties have not approved.

Current arrangements are that individual age group teams are responsible for arranging financial support and sponsorship

for their own team and it is the choice of the age group whether sponsorship events are arranged or parents buy individual items such as rain jackets, hoodies, and training kit.

We cannot emphasise enough how grateful we are of sponsorship support for our age group teams, fencing advertising boards and our football festival. Age group Co-ordinators and Coaches should consider how much we engage with our sponsors in terms of social media advertising, club day invites and trophy presentation days.

8.0 Communication and Social Media

We encourage all coaches and volunteers to engage with our Facebook and Twitter accounts.

Individual age group teams commonly have their own pages and apps for interacting

with parents, notifying them of fixtures and events.

Our social media policy is clear and falls in line with that of the SYFA.

Our website has a link to our policy documents, which includes our social media policy. Contact the club directly if you wish to receive a copy.

9.0 Child Wellbeing

Dunbar United Colts take child protection very seriously for the protection and benefit of both volunteers and participants.

Every volunteer must complete the online SYFA child wellbeing module.

We have a child wellbeing policy available on our website. In addition to this policy, the club adhere to the SYFA Player protection policy; in short, the 'welfare of the child is paramount'. The Scottish Government framework of 'Getting it right for every child' (GIRFEC) of which the principles are

enshrined in legislation and practice throughout the UK covers the wider context.

GIRFEC promotes the well-being of all children and young people in eight areas. The well-being indicators state that children and young people will be:
Safe, Healthy, Active, Nurtured, Achieving, Respected, Responsible and Included. (the indicators are referred to as SHANARRI indicators).



We also have two child protection and wellbeing officers who will deal with any complaints or issues. The two protection

and wellbeing officers are 'Authorised Signatories' for the completion and submission of PVG applications.

If you have any questions, queries or concerns with any aspect of this, you can email the protection officers directly on:

ducoltscpo@gmail.com

10.0 Talent Identification

Our goals focus on encouraging all boys and girls throughout Dunbar and the surrounding area to develop and flourish as a player, while providing a safe and fun environment. We are determined to increase the number of children and young adults playing organised, quality football.

We will naturally find the correct route for our players to play and at the appropriate level, in terms of satisfaction, development

and challenge. There are a number of routes chosen to accommodate this, depending on age groups – 4's and 5's festivals for boys and girls, 7-a-side leagues (non-competitive Edinburgh and east Lothian) for boys and girls. The Edinburgh (ESSDA) 7-a-side association pitch teams in 'leagues' based on similar ability. The girls play competitive 7-a-side leagues for U13 girls while the boys move on to 11-a-side football from U13, which we again try to pitch at the appropriate level. We are confident we can match the needs of those looking for enjoyment and challenge.

From around P6 level, Coaches and Parents may be asked to put names of players forward for further regional training. This is generally to challenge the player further and they will receive further training appropriate to their ability. Similarly, from S1, Players may be asked to attend 'Performance Athletes in School' (PAIS) trials for pre-school training.

Additionally, given the size of the club and its stature in the local SE region area, we attract scouts from pro-youth teams. If this is the case, the scout will identify himself to the Coach and Parent and formal communications can take place with the consent of the club and parents. We have good links with the local pro-youth teams and we would encourage parents to talk to the club, if you feel the club is not challenging your child in the way you would like. The club's committee and Coaches have built up years of experience and contacts to know what is the right path for your child and we ask for transparency and respect.

11.0 Team Setup / Registration

To enable a team to function, there are several roles that need filled. These are typically:

Coaches, Team Secretary / Fixture Co-ordinator, First Aiders, Treasurer, Kit Co-ordinator, Fundraiser.

These are indicators of how to lessen the burden, increase participation and improve sustainability of a team.

Coach / First Aiders – See Section 3.

Secretary – Responsible for registering the Age group (annually) with the SYFA (to ensure insurance and membership) as well as the local league membership – ELSSDA / ESSDA / SWF. Also, Player registrations, Membership fees and communications although some teams may have a stand-alone 'Age-group Co-ordinator / Communicator'.

Fixture Co-ordinator – May be the Coach /
Secretary – Liaises with opposition /
Coaches / Parents / Other Age groups /
Hallhill.

Treasurer – The preferred route is to set up an individual age group bank account, which should have two signatories. The Treasurer arranges and checks all monthly subs are paid, training pitch hire and associated team running costs are covered.

Team Registration

When the team are ready to be registered, the Club can add the team to the Club SYFA registration system. We require details of all persons that you plan to add to your team so we can register them at CLUB level as a Team Official, this allows the PVG form for the individual to be processed.

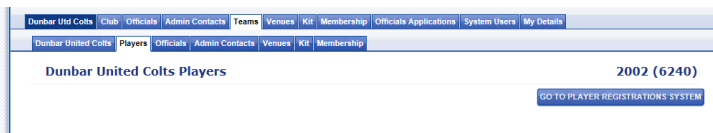
<https://www.scottishfalive.co.uk/scottishfa/>

Once you are registered on the system, you will be sent an email with a password to

access the system. You need to complete the online Child wellbeing module at this stage. As soon as the age group team has all online roles filled, the team can be registered. There is a charge when processing the registration – this depends on the age group, format of football and level of insurance cover. Team registration is performed annually for all team P6 or under and all Girls age groups teams. When you register at the beginning of the calendar year at P6, the registration will extend to May the following year when registration opens for all 11-a-side teams. Leagues will not allow teams to enter if players are not registered. When the team have been approved to play (by the SYFA), the TEAM secretary will receive a registration document and insurance details, via email.

The team are then in a position where they can start to register players. Within the website, there is a link within your age group

to the 'Player Registration System'. The first time you register players will be the most time consuming – you are adding completely new players and will require the players name, date of birth, address and place of birth. This will generate a unique player id. You need to generate a player registration form, obtain signatures of the player, parent or guardian, team secretary and a witness before submitting the form electronically and submitting a hard copy (By post or scan and email). There is a player registration window when it is free to register players. Out with this window, there is a £2 charge. There is also a charge for registering the team with the local league.



12.0 Key Contacts

DU Colts Chairman-

Nick Hall

Email - nick.hall@ineos.com

Phone number – 07711 549138

DU Colts Vice Chairman-

David Gray

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DU Colts Child Protection Officers-

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Laura Cunningham

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Club Growth and Development Officer –

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Treasurer- Barry Ross

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Notes