

LINCOLN WELLINGTON ATHLETIC CLUB
COACHES MEETING MINUTES
Monday 20th October 2008

PRESENT

Darrell Helas, Dave Humberstone, Jon Humberstone, Steve Swaby, Nina Swaby, Kathleen Warhurst, Gary Warhurst, Mark Baddeley, Rob Lewis, Neil Cornwell, Larry Allen, Linda Ellis, Alison Dale, Mark Thornton, Nick Smith, Denise Campbell

1. **Health & Safety**

First Aid Procedures: All coaches aware of location of first aid box. Updated accident book is required, Darrell to buy. Larry has offered to conduct monthly check on content of box. All coaches asked to remind athletes not to put items of kit on top of box which can impede access. Although most coaches are first aid training, it was agreed that preferred contact point for first aid should be through the Sports Centre.

Road Running: A risk assessment for road running activities was reviewed, amended copy attached. It was agreed that a responsible person should carry a mobile phone in case of emergency. Dave offered to investigate obtaining more fluorescent bibs from Impsport.

Contact Points and Details: Coaches and assistants were invited to supply their mobile phone details for circulation to other coaches. This would help if an incident occurred away from the track and assistance could be called for from colleagues if required. In addition coaches and assistants were invited to supply e-mail addresses.

Throwing: After discussion, coaches were satisfied that on club nights we are compliant with the UKA generic risk assessments for long throwing events. In particular that all young athlete and club night sessions are supervised, warning horn is being used and throwing areas are roped off. The following areas will be targeted for improvement.

- Rope areas to be made more visible with bright coloured hazard tape during winter training nights - Dave offered to provide.
- A sign visible to athletes entering the track to be investigated warning of

throws taking place. - Darrell to approach CLS.

Denise requested that cage could be put up at weekends to assist training. Suggest 2nd and 4th Sunday morning of month. Darrell to speak to CLS.

LWAC Coaches Code of Conduct

Copies of the clubs code of conduct were circulated to all coaches (see attached)

Track Usage on Busy Nights:

Generally coaches communicate well but suggested track usage on busy nights listed below. This may have to be adjusted when hurdles sessions are taking place.

Lane	Groups
1	Middle Distance Groups
2	
3	Sprint / Hurdle Groups
4	
5	
6	Junior Groups (Note Hurdle Sessions may require extra lanes)
7	

2. Progression Through Groups and New Members

The current coaching structure at the club was reviewed including group sizes, progression through the groups and entry of new members. The coaching structure resulting from this is drafted out in the attached appendix.

Discussion focused on the problem of how to enable young athletes to be taken off the waiting list into starter groups without the starter groups becoming overloaded. There are currently over 70 youngsters in the starter groups and 20+ on the waiting list held by Linda. The following ideas were explored.

- Introducing a third club night to cater for 8-10 year olds. Although an option, this was thought to be difficult to introduce due to the commitment required for coaches attend on a different or extra evening. It would also be a problem for families with members in various groups.
- Setting up a taster / starter group. This could operate in the format of a pay up front short course for youngsters entering the club. Possibly with an assessment and award at the end of it. Youngsters completing the course would then discover if they wish to pursue athletics further and join the waiting list for Larry and Linda's groups. To ease congestion in the summer, it was proposed that this group could operate between 6 and 7 pm and more established groups would have to stagger their start times between 6.30 and 7.0pm (and or warm up off track). Alison is keen to set up these courses but would require a lot of help from other coaches and parents to get off the ground. Jon Humberstone volunteered to assist if required.
- Raising the starter age to 9 from 8. This would limit the numbers on the waiting list and enable more rapid progression from Linda and Larry into the feeder groups.
- Increasing the number of junior coaches and assistants. (It was also recognised that track capacity is also a limiting factor)
- Introducing a coaching contract for some of the more senior groups at the discretion of the coach. This would state the level of commitment required from an athlete to be a member of group (in return for the commitment and free time given up by the coach). This could include commitment to compete and train to a certain level. An example contract is attached as an appendix courtesy of Rob. This may free up some space for younger athletes at the expense of the less committed ones.

3. Child Protection

CRB renewals can be obtained with the assistance of Alison Dale and Cathy Thomas as verified checkers.

Currently athlete consent forms are collected by Alison. It is likely that some admin assistance needs to be targeted to help Alison in this area. Coaches are asked to ensure that all their athletes have filled in these forms.

Darrell to place copies of YA consent forms and inhaler registration forms in club

hut.

4. First Aid

Rob asked if first aid training was compulsory for coaches? It was believed that, although desirable that club has first aiders, this was not essential as coach license renewals are linked to CRB renewal dates.

Darrell to speak to Adrian Marston ref. another first aid course and advise dates.

5. Coach Education

Coaches were reminded that the club would support reasonable requests to the committee to fund further development. Coaches give up their time for free and the club would benefit from improving its coaching knowledge. (However request for course in Los Angeles was rejected!).

6. Competitions

Update of facility was given along with charges club currently pays to CLS. Yarborough track holds a class 5 license, this enables competitions to take place with restrictions which prevent long throwing events at same times that LJ/TJ or PV are taking place.

Club targeting young athlete open meeting next spring.

7. Other Business

Larry and Linda handed over a letter which stated their intention to step down from their current roles on coaching the starter groups following over 20years excellent service. This is with effect from March 2011 to enable younger coaches to develop into the role in the meantime. After this date they would still like to help the new coaches in this role but in a much reduced capacity.

Darrell Helas
26th October 2008