



Workshop Support Programme

2009/2010

**For Clubs, Coaches and Volunteers based in
the City and District of St Albans**





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Introduction

Welcome to the *Active St Albans* Workshop Support Programme 2009-2010. Following consultation, the programme has been designed to support the needs of local sports clubs, coaches and volunteers based in the City and District of St Albans. It includes a variety of workshops that aim to build the knowledge, skills and confidence around a number of key subject areas in sport.

Within this document you will find a schedule of high-quality workshops all of which are delivered by qualified and/or experienced tutors and trainers. Each workshop has been fully subsidised by *Active St Albans* to ensure you have access to the right courses – **FREE!** A deposit will be required for each workshop but won't be banked if the attendee attends the workshop. Should, however, the attendee not attend the course, the deposit will be banked by *Active St Albans*. Deposits for workshops can ONLY be made by cheque, and made payable to 'Active St Albans'. **Please note: we require a separate cheque for each course. So if someone wants to attend more than 1 workshop, we will require more than 1 deposit!** If you are booked on a course and find yourself unable to attend, *Active St Albans* will happily discard your deposit as long as you let us know no later than 7 days prior to the workshop date. Past this time, Active St Albans will be unable to discard your deposit and the deposit will be banked.

The programme has been specifically designed to benefit clubs from all sporting backgrounds, and we therefore can't offer any sport-specific courses. To see a list of sport-specific courses on offer in Hertfordshire, visit the Herts Sports Partnership website at www.sportinherts.org.uk or call them on 01707 281204.

The maximum number of attendees from any one club/activity on any one workshop is limited to 2. However, if by the deadline minimum numbers aren't achieved, places can be offered to other people from that club/activity.

If you're interested in attending any of the workshops outlined in this programme, please complete the accompanying booking form (one form per person) and send back to us, along with the appropriate deposit, at: **Active St Albans, London Colney Recreation Centre, Perham Way, London Colney, Herts, AL2 1LB**. Bookings can only be confirmed once both the completed form and deposit have been received. Bookings will be confirmed by email and so please ensure your email address is stated clearly on the booking form. If you don't have access to email please contact us and we will confirm attendance via post.

Active St Albans reserves the right to cancel or postpone workshops if minimum numbers aren't booked onto the course by the deadline of 3 days prior to courses commencement.

All attendees on workshops will receive a Certificate of Attendance either from the delivering body, or from *Active St Albans*.

If you need further information on any of the workshops please contact us on info@activestalbans.com or call **01727 827667**.



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Introduction to Performance Nutrition



Ever wondered if you're eating and drinking the right things before, during and after physical activity? This workshop will introduce attendees to performance-related nutrition and enable them to understand how an athletes' performance can be improved through their diet.

By the end of this workshop attendees will:

- Understand what performance nutrition is/is not
- Be able to structure a training diet
- Know more about fuelling for training & competition
- Recognise strategies to enhance muscle recovery & adaptation

Venue	Date	Time	Deposit
Francis Bacon School	Tues 19 th May 2009	6.30-8.30pm	£10

This workshop will be delivered by James Collins - a Performance Nutritionist for the English Institute of Sport. James is currently working for UK Athletics and supported Olympic Athletes to Beijing 2008 and now London 2012. Prior to this he worked in Premiership football.

Funding for your Sports Club



Got a new project in mind to expand your club/activity? Need help finding appropriate funding? This workshop will enable representatives from various funding bodies, including Sport England, Herts Community Foundation, Awards for All and the 948 Foundation to detail the various local and national funding streams available to local sports clubs and activities.

By the end of this workshop attendees will:

- Have a better understanding of the different grants available
- Know who to contact for support and advice
- Know where and how to make a successful application

Venue	Date	Time	Deposit
St Albans District Council Offices	Wed 3 rd June 2009	6-7.45pm	£10

This workshop will be delivered by representatives from the various grant funding bodies who have the expertise and knowledge to help your club/activity apply for the right amount, through the right organisation and at the right time!



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First Aid for Appointed Persons (Sport and Exercise)



This is the minimum level of training recommended by the Health and Safety Executive (HSE) for those acting in an emergency and is accepted by all therapy and sport governing bodies for insurance and Continual Professional Development (CPD) purposes. It has a sport and exercise bias and will address many of the common issues and concerns you could potentially find in any sports environment.

Delegates receive training in a range of first aid subjects, including:

- Legalities: obligations, the Duty and Standard of Care expected of the first aider
- The Primary Survey in sport and exercise: AcBCDE
- Basic Life Support: Resuscitation Council Guidelines 2005, Adult and Child sequence, including Defibrillation demonstration
- Sudden Death Syndrome: incidence of major cardiac illness in athletic populations
- Management of the unconscious casualty
- Management of injury, illness and environmental scenarios: case studies and open forum - subjects discussed will include neck injury, bleeding, fracture, dislocation, soft-tissue injury, asthma, hypoglycaemia, fitting, heat and cold illness

Venue	Date	Time	Deposit
The Highfield Park Centre	Sat 18 th July 2009	10am-4pm	£20

Effective Promotion of your Activity



Looking for new ways to promote your activity? Not sure how to attract certain audiences? This workshop will outline ways in which you can use effective market research and materials to promote your activity to the right people.

By the end of the workshop attendees will:

- Understand current market research involving target audiences
- Be able to link in with the 'Change for Life' campaign and related marketing material
- 6 stages of marketing communications
- What marketing tools are available, their benefits and how to use them
- Making it easier, quicker and cheaper for people to market and promote activity

Venue	Date	Time	Deposit
Francis Bacon School	Mon 17 th August 2009	6-8pm	£10

This workshop will be delivered by the St Albans Sport and Health Development Team (part of SAASH) who have practical experience in marketing a wide range of projects and activities to the community.

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Working in Partnership with Local Schools and Colleges

Advertising to, and recruiting, new school or college aged participants can be a real challenge for all sports clubs and activities. This workshop will explain how this process can be made easier by creating, and sustaining, partnerships with local schools and colleges.



By the end of this workshop attendees will:

- Learn about the work of the local School Sports Partnerships and Oaklands College
- Understand what schools & colleges expect of partner clubs/activities
- Be able to identify who the main contacts are and how they can help

Venue	Date	Time	Deposit
Nicholas Breakspear School (tbc)	Mon 21 st Sept 2009	7-8.30pm	£10

This workshop will be delivered between the Partnership Development Managers (PDMs) of the local School Sports Partnerships (which cover every school in the St Albans District) and the Further Education Sports Co-ordinator (FESCO) at Oaklands College.

Multi-Skill Club Induction Course (Multi-Skills 1 & 2)



This practical workshop is designed to help participants integrate the ABC's (Agility, Balance and Co-ordination) into club sessions. It will give delegates the opportunity to develop ideas with others and share good practice. It compliments other coach education resources which may focus on the movement skills of running, hopping, skipping etc. This workshop assists coaches to observe, analyse and coach good movement patterns within their sessions whether multi skill or sport specific.

By the end of this workshop attendees will be able to:

- Devise and explain appropriate and effective practices for the ABC's
- Show different practices and assessment opportunities for the ABC's.

Venue	Date	Time	Deposit
St Albans Girls School (STAGS)	Sat 10 th Oct 2009	10am-4pm	£20

This workshop will be delivered by qualified and experienced tutors from sports coach UK.



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Effective use of Goal Setting in Sport (Sports Psychology)



Effective goal setting is utilized by all top performers. Athletes who set goals typically feel more confident, experience less anxiety, and are more able to understand the nature of their performance. Above all, if utilized correctly, it is a powerful motivator for all athletes.

By the end of this workshop attendees will:

- Become aware of how to effectively use goal setting in sport
- Understand the importance of setting different types of goals
- Recognise how goal setting impacts upon performance
- Know how to set goals that are specific, measurable and realistic
- Understand how to monitor goals over a set period of time

Venue	Date	Time	Deposit
St Albans District Council Offices	Thurs 12 th Nov 2009	6.45-8.45pm	£10

This workshop will be delivered by Senior Lecturer in Sport and Exercise Psychology, Sion Thomas - BSc, MSc, BASES Accredited Sport Psychologist. Clients include the F.A, Kent County Cricket Club, Wimbledon Tennis Academy, National Race Drivers Association and sports including Archery, Netball, Swimming, Judo, Boxing, Wrestling and Taekwondo.

Managing your Sports Club Volunteers



This course will enable sports clubs to effectively recruit and retain their volunteers by developing their understanding of good volunteer management and good practice.

By the end of this workshop attendees will:

- Know how and where to advertise for volunteers
- Be able to develop information packs for volunteers
- Be able to provide support and training for volunteers

Venue	Date	Time	Deposit
St Georges School	Tues 19 th Jan 2010	6.30-9.30pm	£10

This workshop will be delivered by the Volunteer Centre Coordinator for St Albans. It has been designed to offer specific support to local sports clubs using tried and tested methods and existing support structures.



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Bags, Balls, Bands and Training Alternatives



During this practical session Andy will take you through a series of warm-up exercises, and the use of power bags, various balls and bands as training alternatives. He will demonstrate that with a little imagination most exercises can still be performed with minimal equipment!

By the end of this workshop attendees will:

- Be able to demonstrate a variety of generic warm-up activities
- Have learnt a number of practical ways to use different training alternatives

Venue	Date	Time	Deposit
The Highfield Park Centre	Wed 10 th Feb 2010	6.30-8.30pm	£10

This workshop will be delivered by Andy Allford, a Strength and Conditioning Coach for the English Institute for Sport (EIS). Andy has worked with athletes at all ability levels to improve core skills but is best known for his outstanding work with BADMINTON England and their world class players.

If you're interested in attending any of the above courses, please complete the attached booking form and send back to *Active St Albans* with the necessary deposits. Your attendance on workshops will then be confirmed via email, unless you tell us otherwise.