

SWIM ENGLAND WEST MIDLANDS COURSE UPDATES



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Course & Workshop Updates

Safeguarding and Protecting Children Workshop

Date: Wednesday 4th September 2019
Time: 6.30pm – 9.30pm
Venue: Royal Life Saving Society UK (RLSS UK)
Redhill House
227 London Rd
Worcester
WR5 2JG

Cost: £35

Spaces are limited on all courses, so please book early.

To search for Safeguarding & Protecting Children Courses in your area please visit

<https://www.ukcoaching.org/workshops/workshop-search/results?term=Safeguarding+%26+Protecting+Children>

Please book these courses directly through UK Coaching

Wednesday 13th November 2019
6.30pm – 9.30pm
Coventry Sports and Leisure Centre
Fairfax Street
Coventry
CV1 5RY



Time to Listen Workshop

Swim England has linked up with the NSPCC and is accredited to deliver the 'Time to Listen' module that is aimed at Club Welfare Officers (CWOs). Whilst it is appreciated that some CWOs will be trained and experienced in child protection issues, the Time to Listen programme provides the opportunity to consider the roles and responsibilities of CWOs and the action taken should any incident occur.

Time to Listen training is a requirement for Welfare Officers as part of SwimMark Essential Club Accreditation.

The workshop is free of charge and you will be asked to provide evidence of your valid safeguarding certificate at the time of booking

Date: Saturday 12th October 2019
Time: 6.30pm – 9.30pm
Venue: SnowDome
Tamworth
Staffordshire
B79 7ND

Cost: FREE

Pre-requisite – Valid Safeguarding & Protecting Children certificate
Spaces are limited on all courses, so please book early.



To book a place on any of the above courses, please contact the Regional Office:

Telephone 01527 888929

Email westmidland@swimming.org

Team Manager Module 1 Workshop

Team Manager training is designed to ensure any volunteers who are taking groups of athletes to competitions or camps, are fully equipped to do their role. Ensuring athletes arrive and return from sporting activities unharmed is a big responsibility and this training will ensure volunteers have all the necessary skills and knowledge to do this with confidence.

Minimum age to attend workshop is 16 years old, although it should be noted that an individual cannot take the role of a Team Manager fully until they turn 18.

Date: Wednesday 25th September 2019

Time: 6.30pm – 9.30pm

Venue: The Lantern
Meadow Farm Drive
Shrewsbury
SY1 4NG

Wednesday 27th November 2019

6.30pm – 9.30pm

The Alan Higgs Centre
Allard Way
Coventry
CV3 1HW

Cost: FREE

Spaces are limited on all courses, so please book early.

To book a place on any of the above courses, please contact the Regional Office:

Telephone 01527 888929 Email westmidland@swimming.org

Team Manager Module 2 Workshop

Team Manager training is designed to ensure any volunteers who are taking groups of athletes to competitions or camps, locally or abroad, are fully equipped to do their role. Ensuring athletes arrive and return from sporting activities unharmed is a big responsibility and this training will ensure volunteers have all the necessary skills and knowledge to do this with confidence.

Minimum age to attend workshop is 16 years old, although it should be noted that an individual cannot take the role of a Team Manager fully until they turn 18.

Date: Wednesday 4th September 2019

Time: 6.30pm – 9.30pm

Venue: Friary Grange Leisure Centre
Eastern Avenue
Lichfield
WS13 7SQ

Cost: FREE

Pre-requisite – Team Manager 1 Workshop

Spaces are limited on all courses, so please book early.

To book a place on the course, please contact the Regional Office:

Telephone 01527 888929 Email westmidland@swimming.org



West Midlands SwimMark Information Workshop

This online workshop is designed to talk you through the process of SwimMark accreditation. What and how to upload and useful hints on getting the best out of SwimMark for your club.

Date: Thursday 27th June 2019

Time: 6.30-8.00pm

Venue: Online

Date: Tuesday 17th September 2019

Time: 6.30-8.00pm

Venue: Online

A Guide to Sponsorship Workshop

A useful hints and tips online workshop to guide you through how to gather sponsorship for you club and how best to market yourself.

Date: Tuesday 8th October 2019

Time: 6.30-8.00pm

Venue: Online

Dealing with Internal Disputes Workshop

This workshop will guide through the process of dealing with Internal Club disputes with handy tips and links to further assistance.

Date: Wednesday 17th July 2019

Time: 6.30-8.00pm

Venue: Online

Please register your place by emailing westmidland@swimming.org

Club Matters Workshops

Club Volunteer Experience Workshop

Wednesday 10th July 2019 (6.30-8.30pm)
The Abbey Hotel, Redditch, B98 9BE

- Develop a positive culture of volunteering within a club environment
- Identify how to develop the volunteer's experience by assessing the value of club volunteers
- Develop the volunteer experience by identifying top tips in recruiting, retaining and rewarding new and existing volunteers
- Develop an action plan to improve the volunteer experience within your sports club environment
- Find out more information to help improve the volunteer experience

Club Structures Workshop

Thursday 12th September 2019 (6.30-8.30pm)
Venue TBC

- Be clear about the importance of club structures
- Have an overview of the different types of structures and statuses available for clubs and understand the pros and cons of each
- Have clear action points for you to take away and work through with your club
- Understand more about the Club Matters programme, how we help clubs and how we can support you

Please register for a course by emailing westmidland@swimming.org

Volunteer Workshops

You can find further information and support in the below links:

<https://www.participant.co.uk/sportstructures/workshops>

<http://www.clubsolutions.wales/volunteering/>

<https://sportscotland.org.uk/volunteer/>

Please book directly through the links above.

IOS Teaching Courses in the West Midlands

The following courses have been organised during 2019 and are currently available to reserve places by contacting the West Midlands Regional Office on 01527 888929 or emailing: westmidland@swimming.org.

Swim England: Level 1 Swimming Assistant (Teaching)

Start Date: 25 th July 2019	Perdiswell Leisure Centre, Worcester
https://www.swimming.org/ios/course/1499	
Start Date: 28 th October 2019	Stafford Leisure Centre, Stafford
https://www.swimming.org/ios/course/1198	
Start Date: 28 th October 2019	Stratford Leisure & Visitor Centre, Stratford-upon-Avon
https://www.swimming.org/ios/course/803	
Start Date: 1 st July 2019	Friary Grange Leisure Centre, Lichfield
https://www.swimming.org/ios/course/640	
Start Date: 21 st September 2019	North Solihull Leisure Centre, Birmingham
https://www.swimming.org/ios/course/749	
Start Date: 20 th July 2019	Harborne Pool & Fitness Centre, Birmingham
https://www.swimming.org/ios/course/981	
Start Date: 24 th June 2019	West Bromwich Leisure Centre, West Bromwich
https://www.swimming.org/ios/course/997	
Start Date: 13 th July 2019	Bromsgrove Sport & Leisure Centre, Bromsgrove
https://www.swimming.org/ios/course/744	
Start Date: 30 th July 2019	Summerhill School, Kingswinford
https://www.swimming.org/ios/course/833	

Swim England: Level 2 Teaching Swimming

Start Date: 10 th August 2019	Perdiswell Leisure Centre, Worcester
https://www.swimming.org/ios/course/702	
Start Date: 22 nd July 2019	Stafford Leisure Centre, Stafford
https://www.swimming.org/ios/course/1203	
Start Date: 22 nd July 2019	Stratford Leisure & Visitor Centre, Stratford-upon-Avon
https://www.swimming.org/ios/course/665	
Start Date: 27 th October 2019	Friary Grange Leisure Centre, Lichfield
https://www.swimming.org/ios/course/785	
Start Date: 12 th August 2019	Harborne Pool & Fitness Centre, Birmingham
https://www.swimming.org/ios/course/982	
Start Date: 1 st November 2019	West Bromwich Leisure Centre, West Bromwich
https://www.swimming.org/ios/course/1003	
Start Date: 5 th October 2019	Bromsgrove Sport & Leisure Centre, Bromsgrove
https://www.swimming.org/ios/course/784	
Start Date: 19 th October 2019	Summerhill School, Kingswinford
https://www.swimming.org/ios/course/789	

Swim England: Coaching

Swim England Assistant Swimming Coach (blended learning) - Club Offer	
Start Date: 23 rd August 2019	Coventry Sports & Leisure Centre
Swim England Swimming Coach (blended learning) - Club Offer	
Start Date: 26 th July 2019	Perdiswell Leisure Centre, Worcester
Swim England Assistant Swimming Coach (blended learning) - Club Offer	
Start Date: 23 rd August 2019	Stafford Leisure Centre

Terms and Conditions – Club Offer Coaching Courses

Club offer coaching courses are available to clubs within the region at a reduced rate. The region wish to encourage clubs to book their members on to these courses, however as there is a large demand for places on our club offer courses, with the majority of our courses having waiting lists, the region have felt the need to introduce a Terms and Conditions policy.

By introducing this policy, we hope to reduce the number of learners who are not redeeming vouchers in a timely manner and late cancellations of learners. This will allow the region enough time to fill these places with learners on our reserves list to enable the courses to go ahead as planned.

Cancellation Policy

The West Midlands Region reserve the right to cancel a course at short notice. A course cancellation may be for a number of reasons, however, occasionally we may be unable to sustain a course due to insufficient enrolments. In the event of a cancellation, an alternative option will be offered or a full refund will be issued. Refunds will be issued for the value of the course originally purchased.

Course times are subject to change. These will be confirmed nearer the course start date. The Region reserve the right to amend the timetable, the presenter and/or venue to suit the needs of the course.

Learner Cancellation and Transfer Policy

Please note the following cancellation policy applies should you cancel your place on this course:

- If you cancel more than 15 days prior to the start of the course – a full refund will be issued.
- If you cancel up to 14 days prior to the start of the course – no refund will be given except in the event of illness / injury (for which a Doctor's note must be provided) or exceptional circumstances.
- Transfers within 14 days prior to the start of the course, will incur a fee dependent on the course undertaken, Up to 17% of the course price. Transfers will only be issued if the course still meets viability.
- In the event of a cancellation or transfer, the individual must follow up with written confirmation to the Region with their intentions of either cancelling or transferring their place. Individuals should give personal details and full details of which course they booked onto in order to administer this.

Voucher Policy

- Vouchers must be redeemed by the learner 12 days prior to the course start date or your place will be given to someone else.
- Vouchers assigned but not redeemed, will be invoiced at the full rate, no refunds or credits will be issued, unless it is within the timescales mentioned in the above learner cancellation and transfer policy.

The IOS Terms and Conditions specific to Blended Learning Courses and General Terms and Conditions of Booking

You can view the Terms and Conditions specific to Blended Learning Courses here

<https://www.swimming.org/ios/terms-conditions/>