



Doncaster Athletic Club Clubmark Submission.

Introduction:

This is a living document, providing a realistic and credible framework from which Doncaster Athletic Club can move forward; taking stock as we reach our aspirations now and for future generations.

Preparation for this submission began in March 2007, which triggered a systematic review of all Club practices and procedures. This exercise was undertaken not only as a requirement of this application but a genuine drive towards "professionalising" the Club to compliment the new facilities at The Keepmoat Stadium.

You will see from the first year targets within the development plan that much has already been achieved together with due acknowledgement that much more needs to be done. I would like to thank all those members whose contributions and support have made this process possible.

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Section 1 - history and Club Ethos.

The history of Doncaster Athletic Club dates back many years emerging from an informal team at Doncaster Plant Works. In 1997 Doncaster and Stainforth Athletic Club amalgamated with Doncaster Plantwork members to become Doncaster and Stainforth Athletic Club. At an extraordinary general meeting at the time, a third contender Askern Running Club, were invited to be part of the amalgamation but voted to remain independent.

There had always been a strong road running and athletics culture throughout the local communities of Doncaster and as other Clubs throughout the Yorkshire Region began to form, the merger of Athletic Clubs in Doncaster reinforced the drive for something better. Central to ambitions was the need for a credible running track in the Doncaster area. The cinder tracks at Stainforth and Hexthorpe served that provision well but aspirations grew for a more updated facility. This need was not only identified by our own club but by the North of England AAA and Sport England.

The Athletics Track, facilities and Stadium at Lakeside, Doncaster, is the result of much hard work and lobbying by established athletic enthusiasts over a number of years. These facilities were handed over to Doncaster

Athletic Club in January 2007 after Doncaster and Stainforth Athletic Club members voted to change the name to Doncaster Athletic Club in January 2006. For the first time pride formed part of the Club ethos with a genuine desire to invest in facilities and sporting activities for the present and future generations. Doncaster Athletic Club also recognises the need to become more professional in guaranteeing safe competitive

sporting activities for all participants. We welcome the opportunity to seek Clubmark accreditation in helping us to draw together the many formal structures which we need to move forward.

A key part of our Club ethos is to encourage young people to move from the relative safety of participation in sport on school premises to the Lakeside facilities. This is a daunting but necessary challenge providing better quality athletes to our Club membership within a modern training environment, alongside a coaching structure offering clear pathways of sporting development. The first six months at our new site has proved to be a remarkable transition, the challenge now is to keep pace with change and sustain the success already achieved.

Total membership at the present time is Males 198 Female 127 (325)

The membership profile is as follows:

Age Group	Male	Female
Under 11	32	32
Under 13	28	18
Under 15	28	17
Under 17	14	14
Under 20	5	3
Snr	21	10
Vets	70	32

At the time of writing membership has reached 400.

Section 2 - The Club position today.

The following is a brief summary of the Club position today in respect of the accredited clubmark areas. A more detailed analysis forms part of the development plan.

Leadership and Management Structure.

- Management committee structure which meets every month.
- AGM in December.
- Member of North of England AA

- Member of South Yorkshire AA
- Club Constitution formulated and reviewed annually
- Newly appointed Club Development Officer
- Club Directors Structure which meets monthly.
- Junior Management Committee which meets quarterly.

Communication and Networking.

- Club website
- Monthly Vets. Newsletter
- Published Club information at signing point at Stadium
- Circulated minutes of meetings
- Supported by local radio and newspapers

Club Development

- Three year Club development programme
- Working towards Clubmark accreditation
- Self management profile
- Work underway to strengthen school and college links.
- Club Development Officer appointed
- Financial investment in coaching and child protection courses

Participation and Competition

- Club enters open competitions, championships and S. Yorks County Competitions.
- Club enters cross country leagues.
- Club enters local/county/regional/national championships.
- Club commitment to Regional Young Athletes League.
- Club supports through organising and marshalling schools cross country fixtures and DMBC led fixtures.
- Tuck shop provision at all stadium led events.

Coaching and Volunteer Development

- All coaches UKA qualified
- Informal process in place to attract and support new volunteers

- Funding allocated to support coach training and provision of equipment
- All coaches have personal development plan
- Head coach coordinates coaching development process
- Coaching structure in place.

Nurturing Talent and Developing Performance

- Performance related coaching structure to identify talented athletes.
- Access to county and regional squads.
- Development officer role to enlarge numbers of young people engaging in sport.
- Junior Committee agenda integrating with Club outcomes.

Social Programme

- Fund raising and social secretary appointed.
- Recent events include Horse Racing Nights and Boattrip.
- Planned junior/adult relays with social evening
- Club Lottery

Sponsorship and Marketing

- Clubvests available to all members
- Website for advertising Club
- Proactive support from sponsors at Club Events
- Extensive media coverage of Club Events
- Easy to read Welcome Pack.

Section 3 Clubmark Accredited Areas.

a. Duty of Care and Child Protection.

- **Child Protection** - Policy attached. Child protection is an integral part of the Club Development Plan, with the increase in membership we are aware of the need to increase the number of trained volunteers. Five members have recently been trained, following a

course on the 12th June 2007, to add to the three members already trained. It is a mid term priority to ensure all coaches are trained.

New members receive a welcome pack, which emphasises Club Safety and ensures that adequate records are kept of medical

needs, home and parental contacts and completion of a formal registration (see attached welcome pack).

All volunteers, coaches and officials have or are in the process of receiving CRB checks, the Club Secretary at present is the official is the key contact to keep up to date with procedures and training requirements.

- **Codes of conduct for coaches, officials and volunteers** - all named relevant codes are attached.
- **First Aid** -members are trained in first aid and an authorised first aid kit is retained in the tuck shop at the Stadium near to the running track. This is a newly provided kit and arrangements have been made for a regular review of the contents to meet HSE standards. St. Johns Ambulance attend all Club fixtures.
- **Emergency Procedures**-are posted at various access points on the site and are compiled by The Local Authority Emergency Planning Unit. Fire alarms and procedures are tested periodically.
- **Reporting incidents/accidents**-An incident register is retained at the registration desk at the stadium meeting existing health and safety requirements. A mobile telephone is available at the registration desk and a land line at reception to the entrance of the Community Area of the main stadium, should emergency services be required.
- **Keeping records, attendance and medical records.** Membership details, attendance records and relevant medical data is kept at the registration desk at the stadium, available at every training night and event. See attached specimen sheets.

b. The Playing Programme.

- **Club Coaching Sessions and coaching staff**-The primary training sessions take place on Tuesday and Thursday evenings. There are currently 21 coaches, 10 trained to level 1, 7 trained to level 2 and 4 trained to level 3. The coaching structure is designed around age groups of participants from 8years upwards (see attached flowchart). Coach forums take place led by the head-coach to discuss and progress coaching arrangements.

Coach training is a key priority within the Club Development Plan, to ensure the Club keeps pace with growing junior members and that training can be carried out professionally and safely.

Also key are the coach personal development plans to ensure personal coach aspirations are met within a professional framework (see attached for template).

- **Competitive Structures** - The coaching structure dovetails assessment of potential to ensure talent is properly recognised and channelled through relevant competitions. Athletes are encouraged to enter local and area road and cross country events. Club affiliation with South Yorkshire Regional membership provides pathways for athletes at all levels to compete in regional and national events in all age ranges.
- **Club Venue** - The Keepmoat Stadium is a brand new facility comprising of a 15,000 seater stadium and a separate running track, athletic facilities and covered seating area. The athletic facilities were available for use by Doncaster Athletic Club in January 2007. The Club had to prove solvency, forming a public limited company by guarantee to demonstrate to the Local Authority a capability to manage the athletic facilities.

The venue is in a central strategic position, in Doncaster, with ample allocated parking. Organisation is such that even when Doncaster Rovers use the main stadium, parking and safe use of

the athletic facilities are guaranteed. The quality of the venue is such that it will offer facilities for generations to come forming the hub of athletic provision. Although this is the case it is still a Club priority to form satellite coaching development venues, particularly in deprived areas of Doncaster. Also to encourage increased formal links with schools to use the Keepmoat facilities and Club coaches.

Generic risk assessments guide training and event procedures at the venue, which are reviewed quarterly.

C .Sports equity and ethics.

- **Sports equity** - Doncaster Athletic Club works hard to ensure that all members of the community are able to access sport within a framework of equal opportunity. The Club Sport Equity Statement and policy is fundamental to everything.