

Education Sport and Culture
Sports Development

Fort Regent Leisure Centre
St Helier, Jersey, JE2 4UX
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Angela Mitchell
British Show Jumping Association
Belwood Farm
La Route Du Hurel
Trinity
JE3 5JR

December 2007

Our ref:RS/FG
Your ref:

Dear Club Secretary

Club Information

Please find details enclosed of the child protection and first aid courses for clubs and associations during the spring.

In order to maintain our records for www.gov.je/sport, please would you advise us if your club contact details have changed and if you have any major sporting events during 2008.

British Show Jumping Association

Contact Name: _____

Address: _____

Post Code: _____

Email address: _____

Website: _____

Information about our club/association may appear in the club and association listings on www.gov.je/sport (please delete) **yes/no**

Yours sincerely

A handwritten signature in black ink, appearing to read "Rachel Sawyer".

Rachel Sawyer
Sports Development Officer

direct dial: +44 (0)1534 449617
email: r.sawyer@gov.je
www.gov.je

10 December 2007

Dear Club Secretary,

First Aid Courses for Clubs and Associations – Spring 2008

Education, Sport & Culture in association with St John Ambulance will be offering a series of Appointed Person First Aid courses for clubs and associations during 2008.

The normal cost of the Appointed Person First Aid course on offer is £55 per individual. However, in order to encourage as many club members and officials to qualify as first aiders we are offering the course at the subsidised rate of £12 per individual on condition that the individual is a bona fide member of your club. In this way we hope to encourage club members to be able to deal with first aid situations quickly and efficiently.

Course dates will be as follow:

Course Code	Dates	Times	Venue
AP 10	9 th February	Saturday 9.30am – 4.30pm	St Martin's Hall
AP 11	18 th & 19 th March	Tuesday & Wednesday 6.00 – 9.00pm on both nights	St Martin's Hall

Please complete the attached application form in full and return it to Frank Garrett at Fort Regent Leisure Centre, St Helier, JE2 4UX together with a cheque for the appropriate amount. Whilst every effort will be made to accommodate everyone on the dates specified application will be processed on a "first come first served" basis.

The deadline for application is fourteen days before the course.

Yours sincerely,

Frank Garrett

Frank Garrett
Sport Development Officer

Appointed Persons First Aid Course 2008 – Application Form

Names of Club	
Name of Organising Official	
Daytime Telephone Number	
Address	

The following club members wish to attend the one day Appointed Persons First Aid course.

The deadline for applications is fourteen days before the course

* First & Last Name	Daytime Tel. no.	Address	Course Code	Date(s)

(* For certification purposes please complete in full)

Please make cheques payable to the “Treasurer of the States”

Education, Sport & Culture in association with Sports Coach UK
Offer
'Safeguarding and Protecting Children' & 'A Club for All' Workshops
March 2008 in the Cannon Room, Fort Regent

Course Code	Course Dates and Times	Cost
SPC 28	Safeguarding and Protecting Children - Friday 28 th March 6.30pm - 9.30pm	£22.00
CCYP 29	'A Club for All' Workshop - Saturday 29 th March 9.30am - 12.30pm	£22.00
SPC 30	Safeguarding and Protecting Children - Sunday 30 th March 9.30am - 12.30pm	£22.00

Safeguarding and Protecting Children Workshop

This 3 hour workshop will examine your own practice when coaching children and recognise your responsibilities in protecting children from abuse. Protect yourself, the young people you coach and your employer/club by understanding the following good coaching practice. Learn about child abuse and how to handle situations if you have concerns.

'A Club for All' Workshop

This workshop outlines how your club can reach all sections of the community, including young people, older people, those on low incomes, disabled people, and people from ethnic minorities. The workshop identifies the benefits that opening up your club can bring which include: wider membership base (meaning more players, coaches, officials), increased revenue, improved eligibility for funding plus the involvement and support of the local community. By the end of this workshop you will be able to: Assess how open your club is to members at the moment & decide what else you could do to make your club more accessible to more people.

Please note spaces are limited and applications will be accepted on a first come, first served basis, book early and do not miss this opportunity at the reduced fee.

The deadline for applications is fourteen days before the workshop.

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APPLICATION FORM

'Safeguarding and Protecting Children & 'A Club for All'
WORKSHOPS March 2008

Name Contact Tel No

Address.....

Club/ Organisation

Course Code. Day and Time

I enclose a cheque made payable to the 'Treasurer of the States ' for £.....
Please return to Frank Garrett, c/o Sport Development Dept., Fort Regent Leisure Centre, St Helier, JE2 4UX.