

Grant for Hockey Development

Service Level Agreement

Between

Derbyshire Hockey Association		
and		Area
Comprising the following Clubs:		

This SLA is valid for the duration of the approved project(s) and will be reviewed every 6 months or in the event of a significant change.

Commencement Date	1 st February 2009
Next Review Date	1 st July 2009

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Purpose of this Agreement

Grants are awarded to clubs / areas to help them develop the levels of participation, to raise the hockey skills and to provide opportunities for progression for young people in the locality. In particular, this agreement:-

1. Clarifies the responsibilities of the parties in respect of the agreed programme
2. Specifies the requirement to implement policies and procedures to minimise the risk to young people in the agreed programme

Summary of responsibilities

In signing up to the Service Level Agreement (SLA), the above area and clubs agree to the following:

1. To deliver the outcomes within the District Hockey Development Plan
2. To provide match funding as stated within the District Development Plan
3. To complete and return 6 monthly Monitoring and Evaluation reports including financial reconciliation
4. To only employ coaches who are suitably qualified
 - a. Level 1 – Assistant Coach (£10 per hour)
 - b. Level 2 – Head Coach (£15 per hour)
 - c. All coaches should have current
 - i. Enhanced CRB checks
 - ii. Safeguarding and Protecting Children Certificate
 - iii. Basic First Aid qualification

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5. To monitor the quality of coach deliver and ensure it meets England Hockey requirements
6. To send at least one representative from the District Hockey Development Group to the DHDG meetings and DHA AGM or if in exceptional circumstances send a written report
7. To write a concluding report at the end of the project including:
 - a. A full explanation of how all the objectives, outlined in the original bid, have been met, including appropriate statistics in support.
 - b. Financial reconciliation showing how the funding has been spent.
 - c. Reasons as to why any aspects of the plan having been delivered and an action plan to address this
8. Clubs/Areas will be given 50% of the grant on commencement of the project. The second 50% will be paid on receipt of the first monitoring and evaluation report.

Specific responsibilities relating to coaching sessions:

- To allow participation in out of school activities only where parental consent forms have been received.
- To agree and apply a system of monitoring and recording attendees
- To obtain prior consent for the capturing of still or moving images for promotional purposes
- To ensure that all adults/volunteers who have not been CRB checked do not have any unsupervised access to children under 16 years
- To ensure that coaches are made aware of any medical requirements
- To carry out a formal documented risk assessment of the area to be used for coaching. This should be reviewed on each occasion a coaching session takes place.

Signatures:

Representative of Area/Club			
Name (print)		Signature	
Position		Date	
Representative of Derbyshire Hockey Association			
Name (print)		Signature	
Position		Date	