



# **Education & Training Programme 2013**

# Introduction

Are you interested in coaching or currently involved with sports activities? Would you like to become a qualified coach or develop your coaching skills? Millwall Community Scheme can offer you the chance to gain nationally recognised qualifications.

The Scheme is an Accredited Approved Centre with 1st4Sport Qualifications and are regularly externally verified to maintain the quality standards required, including:

- the learning facilities and equipment
- the administration and organisation
- quality of delivery
- policies and procedures

Our education & training programme has a wealth of experience and we take pride in ensuring our courses offer learners the best opportunities to achieve their qualifications in a supportive environment. The programme delivers to over 300 learners per year, many of whom benefit from the additional support and mentoring we are able to provide.

## WHAT IS AVAILABLE?

We offer a range of sports qualifications at various levels. These qualifications can provide pathways into employment and suitably qualified coaches can apply to become volunteers or casual coaches with Millwall Community Scheme.

Courses on offer include:

- 1st4Sport Level 1 Award in Coaching Football (QCF)
- 1st4Sport Level 2 Coaching Certificate in Football (QCF)
- Emergency Aid
- Safeguarding Children
- Level 1 Award in Sports Leadership (SLUK)
- Level 2 Award in Sports Leadership (SLUK)
- 1st4Sport VRQ Level 1 Award in Using Sport to Tackle Youth Crime (QCF)

**Any of the above courses can be tailored to meet the needs of an organisation or group - for further information or to discuss your requirements please contact the Education & Training Department on 020 7394 8691 or email: [loun@millwallcommunity.co.uk](mailto:loun@millwallcommunity.co.uk)**

# F.A. Level 1 Award in Coaching

## Football (QCF)



This course provides an introduction to the organisation and delivery of safe and enjoyable coaching sessions for players. The course will introduce practical drills to develop players' technical skills such as shooting, turning with the ball and heading.

### WHO IS IT FOR

The course is open entry and participants do not need any experience to take part, just an interest in coaching and the motivation to improve their skills and understanding - It is ideally suited to those working with groups of young players

### COURSE DURATION

30 hours

### COURSE PREREQUISITS

- Learners must be over 16
- All tutor contact sessions must be attended in full
- Candidates must attain certificates in FA Emergency Aid & Safe Guarding Children (both workshops will be delivered as part of the course)

### COURSE CONTENT

- Young Player Development
- RESPECT and Responsibilities to the Game
- Football for All
- Practical coaching: 14 games, practical assessment
- Distance Learning: Football Club Administration, Laws of the Game, FA Respect online module, FA Diversity & Equality on line module

### COURSE ASSESSMENT

This is via the successful completion of: All portfolio tasks and the practical delivery of a 15 minute coaching session

### RE-ASSESSMENT

Candidates can be re-assessed within a 12 month period from registration

**COST: £160**

Course Ref No	Dates	Time	Venue
L1ACF-Feb	Mon 4 <sup>th</sup> , Tues 5 <sup>th</sup> , Thurs 7 <sup>th</sup> , Fri 8 <sup>th</sup> February 2013	9.30am – 4.30pm (Daily)	Lions Centre, Bolina Road, SE16 3LD
L1ACF-April	Mon 22 <sup>nd</sup> , Tues 23 <sup>rd</sup> , Thurs 25 <sup>th</sup> , Sun 28 <sup>th</sup> April 2013	9.30am – 4.30pm (Daily)	Lions Centre, Bolina Road, SE16 3LD
L1ACF-July/Aug	Sat 27 <sup>th</sup> , Sun 28 <sup>th</sup> July & Sat 3 <sup>rd</sup> , Sun 4 <sup>th</sup> August 2013	9.30am – 4.30pm (Daily)	Lions Centre, Bolina Road, SE16 3LD
L1ACF-Oct/Nov	Mon 28 <sup>th</sup> , Tues 29 <sup>th</sup> , Thurs 31 <sup>st</sup> October & Fri 1 <sup>st</sup> November 2013	9.30am – 4.30pm (Daily)	Lions Centre, Bolina Road, SE16 3LD

# F.A. Level 2 Certificate in Coaching

## Football (QCF)



Building on the initial skills learnt in the Level 1 Award in Coaching Football this course provides a deeper understanding of coaching. It introduces new themes such as looking at different coaching styles, preparing for accidents and emergencies and understanding players' nutritional needs. The course offers an opportunity for potential football coaches to be supported in developing the knowledge of how to effectively plan, conduct and evaluate football coaching sessions. It will also introduce the candidates to an appreciation of the principles of the game, both attacking and defending, and how to utilise this knowledge for invasion games.

### WHO IS IT FOR

This course is open to anyone over the age of 16 wishing to further develop their coaching skills through a recognised FA coaching qualification. Typically, if you are a coach who has qualified at FA Level 1 or are an experienced player who is interested in branching out from simply competing to put something back into the sport then this course will be ideal for you. The FA Level 2 qualification is also viewed commonly as the minimum requirement for budding coaches with aspirations to make coaching their profession. Those coaches wishing to progress to FA Level 3 (UEFA B) and beyond must have attained the Level 2 qualification

### COURSE DURATION

Minimum 75 hours

### COURSE PRE-REQUISITS

- Learners must be over 16
- All tutor contact sessions must be attended in full
- Candidates must attain certificates in FA Emergency Aid & Safe Guarding Children - both certificates must be valid at the time of final assessment

### COURSE CONTENT

#### THEORY

The course will introduce a number of key aspects related to the role of a football coach in working with youth players. These are delivered via home based study tasks and tutor delivered workshops. The course will introduce some key aspects in the following:

- The roles, skills and qualities of a football coach
- Developing session plans and associated information for planning
- Awareness of safe and organised activities
- Preparation for potential accidents, illnesses and emergencies
- A consideration of coaching styles
- Coaching session evaluation and self-reflection
- Nutritional needs of football players
- Fitness components related to football
- The planning of progressive coaching sessions.

#### PRACTICAL

The practical elements of the course will cover:

- The principles of defending to include denying and restricting space
- Defensive play when organised and outnumbered
- The principles of attacking to include creating and exploiting space

- Passing
- Support Play
- Ball Control
- Dribbling
- Running with the ball
- Turning
- Goalkeeping
- Finishing
- Heading

In addition candidates will have the opportunity to undertake two observed practical coaching sessions with their Tutor and receive feedback based on selected criteria. This will form the basis of an opportunity to deliver 12 hours of coaching in the candidate's work place to apply the experience gained from the course of training.

Practical Involvement: Candidates will be encouraged to participate practically to maximise their opportunities for learning (however inability to participate will not prevent successful completion of the award).

### **SUCCESSFUL COMPLETION**

- All pre-requisites are met along with completion of all workbook tasks.
- Practical delivery of a 35 minute practical coaching activity that will be progressed on a specific theme relating to the course syllabus

### **RE-ASSESSMENT**

Candidates can be reassessed within a 24 month period from registration

**COST: £340**

Course Ref No	Dates	Time	Venue
L2CCF-March	11 <sup>th</sup> – 15 <sup>th</sup> March, 20 <sup>th</sup> – 21 <sup>st</sup> July & 1 <sup>st</sup> September 2013	9.00am – 5.00pm (Daily)	Lions Centre, Bolina Road, SE16 3LD
L2CCF-August		9.00am – 5.00pm (Daily)	TBC

# The F.A. Emergency Aid Workshop



This three hour workshop offers basic advice on how to limit the effects of injury and promote recovery. The workshop aims to provide the candidate with the knowledge, practical skills and confidence to enable him or her to attend a conscious or unconscious casualty, ensuring that the appropriate care is given until the emergency medical services arrive and takeover, or until an alternative healthcare professional, assumes responsibility for the casualty. Topics covered include mouth-to-mouth resuscitation, control of bleeding, dressing of wounds and minimising shock.

## WHO IS IT FOR

Open to all with an interest in improving their emergency aid skills. Certificates last for three years

## COURSE DURATION

3 hours

## COURSE PREREQUISITS

- Learners must be over 16

## COURSE CONTENT

- Principles of first aid
- Process overview: Pre-activity preparation; reacting to an incident; approaching the injured player; 'primary survey'; recovery position; 'secondary survey
- Resuscitation Algorithm
- Heart Conditions
- Choking
- Severe Bleeding
- Shock
- After an Emergency Incident

**COST: £30**

Course Ref No	Dates	Time	Venue
EA-Feb	Tuesday 5 <sup>th</sup> February 2013	9.30am – 12.30pm	Lions Centre, Bolina Road, SE16 3LD
EA-April	Tuesday 23 <sup>rd</sup> April 2013	9.30am – 12.30pm	Lions Centre, Bolina Road, SE16 3LD
EA-June	Wednesday 12 <sup>th</sup> June 2013	6.30pm – 9.30pm	Lions Centre, Bolina Road, SE16 3LD
EA-July	Sunday 28 <sup>th</sup> July 2013	9.30am – 12.30pm	Lions Centre, Bolina Road, SE16 3LD
EA-Oct	Tuesday 29 <sup>th</sup> October 2013	9.30am – 12.30pm	Lions Centre, Bolina Road, SE16 3LD

# The F.A. Safeguarding Workshop



The workshop teaches how to promote best practice to protect young people. Candidates will learn how to recognise signs and symptoms of abuse, and understand fears involved in these concerns. The workshop will raise your awareness and specifically help you to be able to: identify and build on best practice; recognise signs of abuse and identify what behaviour causes concern; identify the actions to take if you have a concern and who can help and develop your action plan for change.

## WHO IS IT FOR

For everyone who works with young people, this workshop focuses on making football safe. The FA Safeguarding Children Workshop is mandatory for those involved with the FA Charter Standard clubs or taking coaching, medical and refereeing qualifications

## COURSE DURATION

3 hours

## COURSE PREREQUISITS

- Learners must be over 18

## COURSE CONTENT

- Best Practice
- Signs, symptoms, forms of abuse and poor practice
- Behaviours that are cause for concern
- Attitudes in relation to poor practice and abuse
- Taking Action
- What to do if you have concerns
- How to respond to a child when they disclose abuse

## SUCCESSFUL COMPLETION

Attendance only – learners must re-certificate every 3 years

**COST: £30**

Course Ref No	Dates	Time	Venue
SG-Feb	Tuesday 5 <sup>th</sup> February 2013	12.30 – 4.30pm	Lions Centre, Bolina Road, SE16 3LD
SG-April	Tuesday 23 <sup>rd</sup> April 2013	12.30 – 4.30pm	Lions Centre, Bolina Road, SE16 3LD
SG-June	Wednesday 19 <sup>th</sup> June 2013	6.30 – 9.30pm	Lions Centre, Bolina Road, SE16 3LD
SG-July	Sunday 28 <sup>th</sup> July 2013	12.30 – 4.30pm	Lions Centre, Bolina Road, SE16 3LD
SG-Oct	Tues 29 <sup>th</sup> October 2013	12.30 – 4.30pm	Lions Centre, Bolina Road, SE16 3LD



# Level 1 Award in Sports Leadership

The Level 1 Award in Sports Leadership is a practical qualification in which learners must demonstrate their ability to lead others in simple sport/activity. The course is designed to develop generic leadership skills that can be applied to a variety of sports and/or recreational situations as well as contributing to the personal development of the learner.

## WHO IS IT FOR

The Level 1 Award in Sports Leadership provides the ideal starting point for learners aged 13 years and over who wish to develop their leadership skills, whilst under the direct supervision of their Tutor/Assessor or other suitably qualified adult

## COURSE DURATION

Approximately 33 guided learning hours (including one hour demonstration of leadership). However, various factors such as the learner/tutor ratio, the number of learners, and the experience levels of the learners will influence the time allocated to the delivery of any given course.

## COURSE PREREQUISITS

Learners must be 13+ (please note, there is no upper age limit for this qualification)

## COURSE CONTENT

The Level 1 Award in Sports Leadership consists of six units of work including one hour demonstration of leadership:

1. Plan, lead and review a sport/activity (12 hours )
2. Developing leadership skills (3 hours)
3. Lead activities that promote a healthy lifestyle (5 hours)
4. Fair play in sport (5 hours)
5. The role of the official (5 hours)
6. Opportunities in sport and recreation (3 hours)

## SUCCESSFUL COMPLETION

Successful completion of all Learning Outcomes for all units plus one hour demonstration of leadership

**FOR COST & COURSE DATES: Please contact the Education & Training Department on 0207 394 8691**





# Level 2 Award in Sports Leadership

The Level 2 Award in Sports Leadership will give learners the chance to develop their organisation, motivation and communication skills, whilst also focusing on positive role models in sport, how to mentor others, and how to use leadership skills in a variety of settings. The aim of this qualification is to provide basic skills and experiences in leadership that are taught in a sporting context in order to prepare candidates to lead safe, purposeful and enjoyable sporting and recreational activities for small groups.

## WHO IS IT FOR

For learners who may have already gained their Level 1 Award in Sports Leadership or who are taking their first step onto the volunteering pathway. There is no requirement that learners wishing to embark on the Level 2 Award in Sports Leadership must have previously completed the Level 1 Award in Sports Leadership.

## COURSE DURATION

43 - 48 guided learning hours (including 10 hours demonstration of leadership)

## COURSE PREREQUISITS

Learners must be 14+ (please note, there is no upper age limit for this qualification)

## COURSE CONTENT

The Level 2 Award in Sports Leadership consists of eight units of work including 10 hours demonstration of leadership:

1. Plan, lead and evaluate a sport/activity session (21 hours)
2. Developing leadership skills (3 hours)
3. Lead activities that promote a healthy lifestyle\* (5 hours)
4. Making activity sessions inclusive (4 hours)
5. Positive role models in sport (3 hours)
6. Organise and deliver a sports event or competition (4 hours)
7. Pathways in sport and recreation (3 hours)
8. Using leadership skills (5 hours)

\*This unit is taken from the Level 1 Award in Sports Leadership. If learners have previously successfully completed this unit as part of the Level 1 Award in Sports Leadership, they do not need to repeat it as part of this course and the course will be reduced to 43 guided learning hours.

## SUCCESSFUL COMPLETION

Successful completion of all Learning Outcomes for all units plus 10 hours demonstration of leadership

**FOR COST & COURSE DATES: Please contact the Education & Training Department on 0207 394 8691**

# Level 1 Award in Using Sport to Tackle Youth Crime (QCF)



This course aims to provide learners with an opportunity to develop both the practical and theoretical aspects of the principles of using sport to tackle youth crime.

## WHO IS IT FOR

If you are over 14 years of age and would like to develop and improve your knowledge and skills in the area of using sport to tackle youth crime, then the 1st4sport Level 1 Award in Using Sport to Tackle Youth Crime (QCF) is designed for you.

## COURSE DURATION

Minimum of 20 guided learning hours

## COURSE PREREQUISITS

Learners must be 14+ (please note, there is no upper age limit for this qualification)

## COURSE CONTENT

The Level 1 Award in Using Sport to Tackle Youth Crime consists of two units:

1. Understanding the role of a leader in using sport to challenge youth crime (10 hours)
2. Lead a community-led sports based activity (10 hours)

The learning programme will develop your understanding of:

- The contribution that sports based activities can make to challenge youth crime and anti-social behaviour
- Why partnership working is important
- How to support individuals participating in sports based activities
- The health and safety requirements relevant to own role
- The Youth Justice System and social exclusion relevant to own role
- Planning a community-led sports based activity
- Delivering a community-led sports based activity
- Reviewing and evaluating a community-led sports based activity

## SUCCESSFUL COMPLETION

You will be required to have an appropriate understanding of the theoretical and practical syllabus, which will be assessed via performance, simulation, tasks and assignments.

**FOR COST & COURSE DATES: Please contact the Education & Training Department on 0207 394 8691**

# **Need help with funding your coaching course?**

PRO-ACTIVE Central London is pleased to announce their Coaching Bursary Scheme for 2012/2013. The aim of this bursary is to help coaches progress from a level 1 to a level 2 National Governing Body (NGB) qualification or from a Sport Maker into a Level 1 qualification and, as a result of this, increase the number of people participating in sport or physical activity across Central London.

**[Click here for further information](#)**

## **COURSE BOOKING PROCEDURES**

To book on to any course please complete the following:

1. Download and complete the Course Booking / Payment Form ([click here to download](#))
2. Return your form either electronically or by post with payment

**Please note that your place on the course will not be secured until all of the above have been fulfilled and payment received in full.**

**If you require any further information or support please contact the Education & Training Department on 020 7394 8691 or by emailing [anya@millwallcommunity.co.uk](mailto:anya@millwallcommunity.co.uk)**

## **COMING SOON!**

*Millwall Community Scheme will be introducing an online payment system in the New Year*