



Trainer / Coach Educator Newsletter

Department Update

- **How to maintain your Coach Education Licence in 2010**

- **What happens if your licence lapses?**

- **Confirmation of Payment rates and Licence Fees**

- **Trainer Conference and Coach Educator CPD dates**

- **Coach Licensing update from the Mids East pilot**

- **Update on CPD courses from Nevil Jeffery**

- **Updated Coach Educator/Trainer Licence Terms and Conditions (Attachment)**

- **CPDO contact details**

- **Change of details pro forma**

- **Trainer/Coach Educator Code of Conduct**

Welcome to the third edition of the newsletter for RFU Trainers & Coach Educators.

This is the first newsletter since the retirement of Will Feebery and Des Diamond. Both Will and Des played important roles in helping to develop our much envied and copied Coach Education system. Their work is respected within the sport and beyond; the legacy they leave is strong. We hope to build on this so that with you, our workforce, we achieve our goal of being World Leaders. I am sure you will all join me in wishing Will and Des happiness in their retirement.

Retirements mean replacements, and the Coach and Player Development Department has appointed John Lawn (formerly CPDO for Yorkshire and North East) and Nick Scott (formerly CPDO in Midlands East) to succeed Will and Des. John and Nick will be replaced as CPDOs by Alan Moses in Yorkshire and North East, moving from his RDO role in Northumberland; and Dave Fraser who some of you may remember from his days as RDO in Northamptonshire, in Mids East. Completing the restructure, Gary Townsend becomes Player Development Manager as the Department becomes the "Coach and Player Development Department."

In receiving this newsletter,

you must have received licence accreditation to deliver once again in 2010 – congratulations and thank you for your commitment to the cause!

There are no changes to the requirements for maintaining your licence in 2010. You will be required to deliver on a minimum of two RFU Qualification courses and attend one approved CPD event before the end of 2010. Please work closely with your Regional CPDO ensure you have the opportunities to fulfil these criteria.

The close link with your CPDO is essential as we continue to work together to raise standards, and each CPDO will be pleased to hear your feedback on what is happening on your courses. Please use the form attached if you change your address

Note:

There are three attachments with the newsletter

- ***Change of contact details pro forma***
- ***User Guide for 3 Union website***
- ***Updated Terms and Conditions of Coach Educator and Trainer Licence***



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The Trainer & Coach Education Licence Scheme

The 1st January 2009 saw the launch of the RFU Trainer & Coach Educator Licence Scheme for all Trainers and Coach Educators involved with its Coach Education Scheme. Details are contained in a booklet available on line and a hard copy can be obtained from Judy Weavers at the RFU.

The implementation of the Licence Scheme allows for the tracking, ongoing support & development of all involved. It will enable the Rugby Football Union to maintain a stable and well trained work force to stay at the forefront of coach education and achieve our aim of becoming world leaders in line with the requirements set out in the UK Coaching Framework.

Trainers and Coach Educators who have not attended CPD or delivered on two occasions will not be licensed to deliver from 1st January 2010. If for any reason you have been unable to attain accreditation please contact your CPDO (contact list attached) as soon as possible.

Quite simply to maintain your licence, in any one year starting from 1st January you are required to;

1. **Deliver on 2 x Award Courses (minimum) Note – this means the whole course**
2. **Coach Educators to attend one CPD event held regionally**
3. **Trainers to attend one of four Conferences held in each of the "Divisions."**
4. **Pay the relevant Licence fee (from your course fee)**
5. **Agree to the terms, conditions and code of conduct attached**



Re-entry into Coach Education if your licence lapses

For a variety of reasons a Coach Educator or Trainer may not be able to maintain their licence in 2010 by satisfying the requirements– we have had some Coach Educators who have moved abroad, family circumstances or jobs may change which mean that temporarily they are unavailable to deliver on courses.

We understand this, and understand the considerable investment you have made in becoming accredited as well as the investment in you that we have made. We need a high quality workforce, so have developed the mechanism below for Coach Educators to re enter when their circumstances allow. I hope this is clear and transparent – again, communication with your CPDO is essential

See below for a diagram explaining the process for regaining a lapsed licence

Also, an updated Coach Educator and Trainer Licence Terms and Conditions can be found on the website

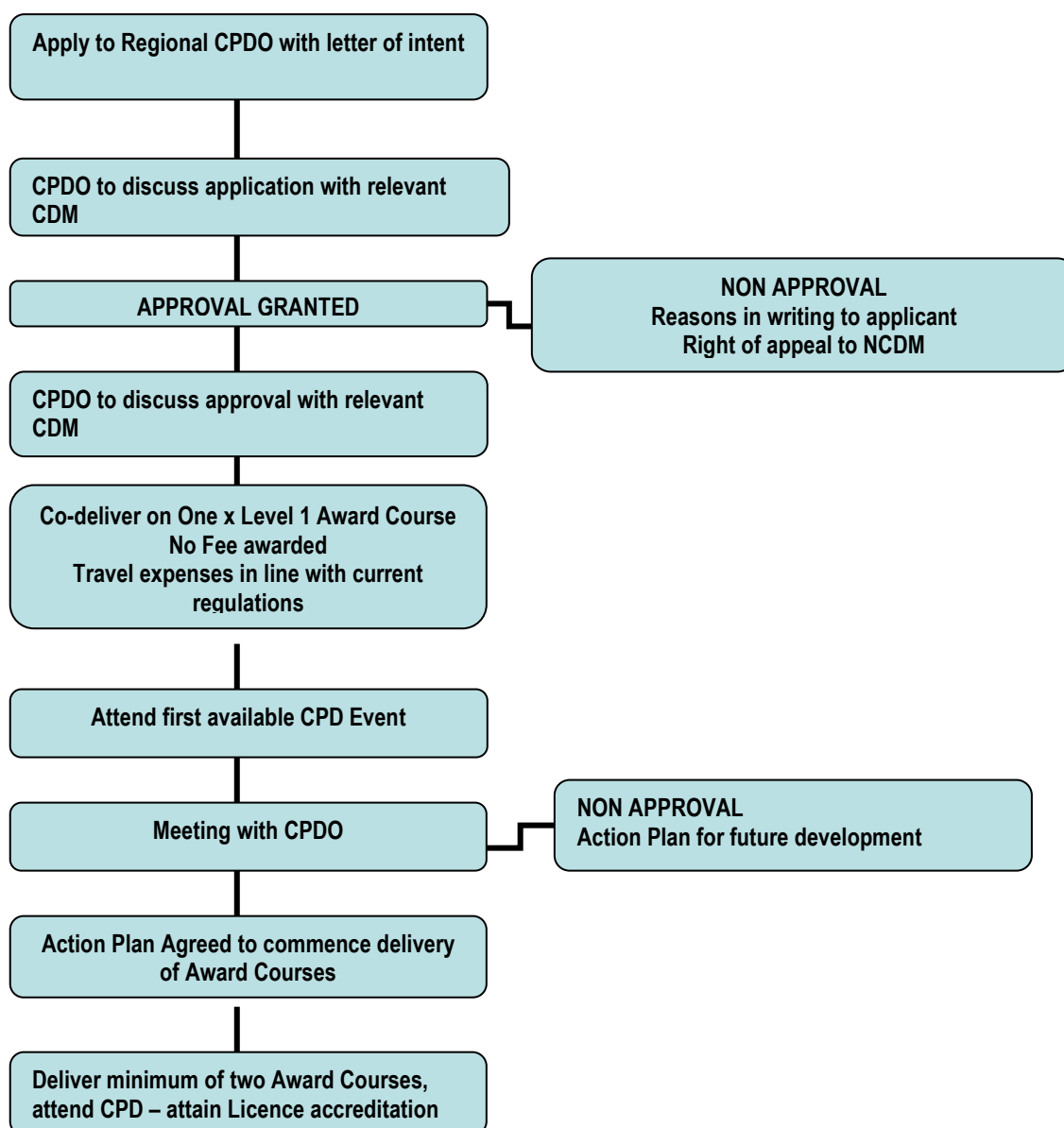


3 Union Trainers/Coach Educators

Process for re entry into RFU scheme after licence has expired. This process applies to Trainer/Coach Educators who have been out of the system for up to 1 year and wish to be reinstated. (Licence commences and is awarded on 1st January each year)

RFU Coach Review Board (“CORB”)

If a licence has been withdrawn or suspended by the CORB then this process does not apply. Current terms and conditions of the licence scheme can be found on the RFU website or supplied by your Regional CPDO



Note;

Any Trainer or Coach Educator who has been out of the system for more than 12 months will be required to re train at their own expense. Application to be reinstated should be made in writing to the Regional CPDO who will then process the application through the relevant CDM. The Regional CPDO is the main point of contact and should be consulted in all cases from the outset.



Confirmation of Payment rates 2010/2011

Licence fees

Licence fee (2010) paid annually after 1st January

Trainer	(Accredited)	£40 *
Trainer	(Unaccredited)	£30 *
Coach Educator	(Accredited)	£30 *
Coach Educator	(Unaccredited)	£30*

- Amount subtracted from payment after first delivery from 1st January each year

ACCREDITED COACH EDUCATORS		
Level 1 £250 <ul style="list-style-type: none"> • Induction evening £50 • Day 1 £100; Day 2 £100 	Level 2 £600 <ul style="list-style-type: none"> • £150 per day 	
ACCREDITED TRAINERS		
Level 1 £310 <ul style="list-style-type: none"> • Read in evening £50 • Day 1 £125 ; Day 2 £125 	Level 2 £710 <ul style="list-style-type: none"> • £175 per day 	
NON ACCREDITED COACH EDUCATORS		
Level 1 £205 <ul style="list-style-type: none"> • Induction evening £35 • Day 1 £85 • Day 2 £85 	Level 2 <ul style="list-style-type: none"> • Non accredited Coach Educators cannot deliver on Level 2 • Level 2 Coach Educators must be Level 3 qualified or working towards 	
NON ACCREDITED TRAINERS		
Level 1 £290 <ul style="list-style-type: none"> • Read in evening £40 • Day 1 £120 • Day 2 £120 	Level 2 £610 <ul style="list-style-type: none"> • £150 per day • Level 2 Trainers must be Level 3 qualified or working towards 	
PAYMENT RATES FOR CPD & FOUNDATION COURSES		
CPD £60 (2.5 HOURS)	START TAG £60 (2.5 HOURS)	RUGBY READY £60 (2.5 HOURS)

Mileage

In setting the above rates an element of mileage has been included. This equates to a 50 mile journey one way (100 mile round trip). If your journey exceeds this you will be able to claim at 25p per mile over and above the set limit.

Please note that CPDOs will make every effort to ensure that you are not disadvantaged by having to travel long distances to the delivery centre. If for availability reasons this occurs you will be given a mileage request form by your CPDO.

Compiled by: Nick Scott - *RFU Coaching Development Manager*

●●● Trainer Conferences and Coach Educator CPD Dates

We understand that the quality and integrity of our Coaching Courses are reliant on the skills of our Coach Education workforce. Our ongoing investment in you is critical in maintaining and raising the standards we have set for ourselves. With that in mind, a small working group; Dick Mathews, Tony Robinson and Alan Huddleday have picked up on the work started by Jon Bates, John Lawn and led by Will Feebery; and put together a challenging and hopefully rewarding CPD programme for you this summer.

There will be opportunities to develop your presentation skills, as well as receive feedback and review on your Coach Educator skills.

The dates and venues are below – **Remember, attendance at an appropriate CPD event is essential in order to maintain your Coach Educator or Trainer Licence. You will receive an invitation from your CPDO shortly.**

Coach Educator CPD 2010

Region	Date	Venue
North East / Yorkshire	09/08/10	Ripon RUFC
	31/10/10	Sunderland RUFC
North West	06/06/10	Penrith
	27/10/10	Warrington
East Midlands	6/06/10	Newark RUFC
	10/07/10	Kettering RUFC
West Midlands	29/07/10	Warwickshire College Henley in Arden
	12/09/10	Warwickshire College Henley in Arden
London North	03/07/10	Staines RFC
	12/09/10	Felsted School
London South	19/06/10	East Grinstead RFC
	26/10/10	Reigate Grammar
South	05/06/10	Wellington College
	05/09/10	Wellington College
South West	06/06/10	Portway
	22/08/10	Launceston
	03/10/10	Queens School Taunton

Trainer CPD 2010

Region	Date	Venue
North East / Yorkshire	16/08/10	Preston Grasshoppers
North West	18/08/10	
East Midlands	28/07/10	Warwickshire College
West Midlands	28/07/10	
London North	09/08/10	Twickenham
London South	09/08/10	
South	12/07/10	Wellington College
South West	19/07/10	Portway

Coach Educator CPD 2011

Region	Date	Venue
North East/Yorks	9 th April	Ripon RUFC
	31 st October	Sunderland RUFC
North West	11 th April	Preston
	27 th October	Warrington
East Midlands	12 th June	Newark RUFC
	3 rd October	Kettering RUFC
West Midlands	21 st February	Warwickshire college Henley in Arden
	12 th September	Warwickshire College Henley in Arden
London North	3 rd July	TBC
	12 th September	TBC
London South	18 th June	Caterham School
	24 th October	Caterham School
South	5 th June	TBC
	5 th September	TBC
South West	6 th June	Portway
	22 nd August	Launceston
	3 rd October	Queens College Taunton

 **Coach Licensing.....Mids East Pilot**

As some of you may be aware, the Mids East region has been piloting a Licensing system for Coaches in the region. The Licence is free to any coach who holds any sort of Rugby qualification (those holding pre UKCC Awards are granted a licence with the condition that they update) and has a valid CRB check. In order to maintain their Licence, a Coach must attend a minimum of three CPD courses over three years.

This has led to exciting opportunities for Coach Educators and Trainers in the region. The requirement for CPD attendance has linked with the new range of high quality CPD courses produced by Nevil Jeffery (See elsewhere in this newsletter) leading to high demand for these courses – and high demand for those who have the skills and qualifications to deliver these courses. Courses which count towards the Licence accreditation of a Coach will only be delivered by Licensed Coach Educators and Trainers, although in some cases signed off Coach Developers may deliver in their specialist areas.

Feedback from you, our workforce on Level 1 and 2 is that coaches leave a course enthused and inspired by the course – the same coach observed back in the club or school environment 6 months later has very often reverted to previous coaching behaviour under the pressures. Bringing them back and engaging with them on a more regular basis on CPD courses gives us an opportunity to top up their learning and remind them of the lessons from the course.

Coach Licensing is about Development – not Regulation. It is a vehicle by which we can individualise learning for a coach – help them on a learning journey. Ultimately, we will produce Better Coaches, and we know that means a better experience for more players.

We are working to create a coaching culture where self improvement and CPD is normal and expected. Licensing is a vehicle by which we can make that happen. The Coach Educator workforce has a key role to play.

CPD courses for Coaches – Opportunities for Coach Educators

You may be aware that a greater range of CPD courses for coaches have become available in the last year. Nevil Jeffery of the Coach and Player Development Department has led on the production of these high quality additions to our resources for coaches.

As always, the value of these courses is reliant on the delivery – see below an update from Nevil

“The CPD programme has exceeded expectations with regard to feedback. Those who have attended have clearly enjoyed the courses and the variety of topics. This variety has given the CE a wider scope for action planning coaches attending level 1 and 2 UKCC awards. We are now better placed to direct the more experienced coaches beyond level 2 and approaching level 3 to a course that would benefit their further development.

In the past the CE has been able to action plan for a level 1 coach without too much difficulty although a common problem may be the regression in coaching skills over the subsequent months. CPD may not only assist the CE in directing the coach to areas of technical development, but also reinforce and refresh the coaching process skills by models of good practice in CPD delivery. The level 1 review is another opportunity to inform coaches of the CPD programme while they are still enthused by the course and their new found coaching knowledge.

Level 2 coaches are more difficult to action effectively as they have ideally been coaching for considerably longer. Their areas of practical expertise may be of a high standard and the CE now has the option of directing the coach toward the process modules such as Goal Setting, Game Planning etc. One function that all coaches do on a regular basis is team selection but how many coaches follow a consistent and objective format? How many coaches can say they have not upset or fallen out with players on a weekly basis? If not; how do they know? The Team Selection course is another tool that will help both experienced and less experienced coaches in this most frequent of tasks.

Level 3 coaches often say that the support is all at the bottom end of coaching and once a level 3 there is little other than an annual conference. This CPD, particularly the adult modules, will challenge a level 3 coach and this is why the deliverer needs to have the ability to pitch the course at the right level.

The personal skills and knowledge of the deliverer is still paramount as the modules are written in such a way that the messages are common but the detail needs to be pitched for the individual audience. With regard to the technical courses such as line-out, ruck and maul and continuity, the intention is to give the coaches useful information but also to challenge the conventional methods we have all used for many years. By challenging convention we examine why we do what we do and this leads towards a greater understanding of the game.

Some deliverers have felt they need to show all the slides but this is not the case as the slides are a support to the deliverer and the main messages to convey.

The delivery notes are comprehensive and give the practical activities to deliver, However, they are not mandatory and the deliverer may run their own version as long as the delivery models good CE practice and is whole-part-whole in format. The practical elements may be run with either players or the coaches taking part. If using players it is important not to get drawn into running a session for the players as this is a course for the coaches. So the advice is to use the players to demonstrate with the main focus on group discussion with the coaches.”

Courses now available:

	Children	Youth	Adult
Back Attack from Set Piece	Yes	Yes	Yes
Continuity ball in hand	Yes	Yes	Yes
Maul & Ruck	Yes	Yes	Yes
The Line-out Game.	Yes	Yes	Yes
Understanding the Kicking Game.	Yes	Yes	Yes
Defence in Phase Play	<i>No</i>	U16+	Yes
Goal Setting.	Yes	Yes	Yes
Performance Profiling	<i>No</i>	Yes	Yes
Game Planning	<i>No</i>	Yes	Yes
Planning & Periodisation	Yes	Yes	Yes
Team Selection	<i>No</i>	Yes	Yes
Performance Analysis	<i>No</i>	Generic	Generic
June releases			
Half Back Play	Yes	Yes	Yes
The Line-out Throw	Generic	Generic	Generic
Coaching Children RU	Yes	<i>No</i>	<i>No</i>

Full delivery notes are available on the 3 Union website

Please find attached a PDF explaining how to use the 3 Union Resource Distribution System located at www.3unionresources.com.

The CPDO will provide the selected deliverer with a code that enables the Deliverer to download the whole course including Power Points, delivery notes, evaluation forms and course descriptor.

As demand for these courses grows, demand for your delivery skills will grow. Make sure you are part of the CPDOs delivery team for these courses

Keeping Track!

To ensure that we can track you, keep you informed and pay your delivery fees as efficiently as possible please keep your records up to date. Please notify us of any change of address, including e-mail and telephone number.

Please ensure that your Regional CPDO is made aware of any changes. Changes will be sent by your CPDO to judyweavers@rfu.com using the form attached to this newsletter for input onto Rugby First and to insert relevant changes to the front page of your personal transcript.

RFU Trainer/Coach Educator Scheme

(To update and return to your CPDO as necessary)

Trainer /Coach Educator Name:

Date of Birth:

Address:

Post Code:

Email Address

Phone



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