

Club Name	Old Elthamians
Club Contact name	Nick Burne, Senior – Mathew Watkins, Youth – Cath Spencer, Womens

### PEOPLE + ENVIRONMENT + BUSINESS

The club undertakes a simple self-review of its activities in line with the statements below. This can be done before you meet with the Rugby Development Officer (RDO) or you can do this together. Since this is your accreditation, the RDO will simply ‘coach’ you through the session, asking questions and probing detail in order to elicit information that will strengthen your review.

RAG = traffic light assessment tool (RED, AMBER, GREEN)

Green = performing well/good

Amber = some actions in place/ but areas to develop

Red = development and action needed

### PEOPLE

Players, Volunteers, Coaches, Referees, Members, Supporters

Statements	Club Review	RAG Rating
1. Takes player safety and welfare seriously and ensures all club coaches and match officials undertake player safety training	<p>Senior section has full time support from team of Physios &amp; have appointed a club doctor</p> <p>Youth Rugby have put 20 through RFU First Aid &amp; 47 through Safeguarding.</p> <p>All Age groups are required to have 2 first aiders who are either medically qualified or have been through the RFU Emergency First Aid in Rugby Union Course</p> <p>Senior rugby has a team of physios, who can also be accessed by the U15 and older age groups</p> <p>The last assessment was taken when we moved to our new grounds in 2015 – the key changes made were to ensure the younger age groups had better access to cover &amp; toilet facilities</p>	


	<p>Eltham College who run the grounds has a full time H&amp;S officer who also advises of any issues</p>	
<p>2. Meets the needs of all players* by providing regular, relevant and enjoyable training, development and (competition) playing opportunity as appropriate**</p>	<p>Professional arm all have a fully qualified Coach (Lead coach at Level 4) Academy is run by Senior Rugby Coaches Youth section has 79 Coaches who do regular CPDs</p> <p>The Youth sides all enter the Kent 7s competitions &amp; the club offer touch rugby across the summer- This is very popular with 100+ attending most weeks</p> <p>We are Kids First Accredited</p> <p>AGR is promoted via the CCC &amp; Head of Minis at monthly coaches meeting – both our annual festivals are run in line with this as are all our training &amp; joint training sessions</p>	
<p>3. Actively addresses the recruitment (and retention) of all adult players (men &amp; women)</p>	<p>Academy work closely with Senior Rugby (via Ian Sutton) to deliver pathway from youth to senior rugby Youth Rugby has a Recruitment Officer</p> <p>Senior Rugby recruitment is via word of mouth – players generally approach OEs for 1<sup>st</sup> &amp; 2<sup>nd</sup> XV</p> <p>For the 3<sup>rd</sup> team &amp; below the club recruits from academy, academy contacts and word of mouth</p> <p>To support the 1<sup>st</sup> &amp; 2<sup>nd</sup> XV, the club has started an Academy aimed at 19 to 23 yr olds. This will support via Academic / vocational training and ensure players have the best chance of playing at the top level</p> <p>The Woman's section recruit via word of mouth &amp; social media</p>	
<p>4. Actively addresses the recruitment (and retention) of coaches, match officials and volunteers to support all</p>	<p>All Youth teams have Managers, First Aiders &amp; other volunteers. Coaches to player ratio in excess of RFU guidance</p>	

<p>‘on’ and ‘off field’ activity</p>	<p>Senior players help coach at junior level in the club as do club coaches with 'summer schools ' etc</p> <p>At Youth level, the Head Coaches &amp; CCC agree on numbers needed in line with RFU guidance &amp; recruit generally from age groups – We do currently have 5 coaches who have been through all age groups &amp; now support younger age groups</p> <p>All age groups are required to have RFU ratio for coaches - 2 refs, 1 first aider per team &amp; a team manager</p>	
<p>5. Provides regular training and recognition opportunities for coaches, match officials &amp; volunteers both ‘on and off the field’</p>	<p>Monthly Coaches meeting to discuss opportunities – Club pays for all courses</p> <p>Offering vice presidencies and just general encouragement, are current ways of rewarding volunteers. No volunteers are paid except for programme sellers</p> <p>The Club has a Club Coaching Coordinator, Club Refereeing Coordinator, and Club Volunteer Coordinator?</p> <p>GMS is used to analyse coaching needs &amp; courses are booked via England Rugby – We always volunteer to hold courses at the club &amp; ideally would like to host 4 or 5 each season</p>	

\*All players includes men, women, boys, girls and young people

\*\* All playing formats

Additional Mini & Youth Statements	Club Review	RAG Rating
<p>6. Actively manages the ‘transition’ of all players between age groups and into the adult section</p>	<p>This is a club focus – but still challenging to make transition</p> <p>Looking to play some U22 games in Dec &amp; April</p> <p>Last season, 12 Players moved up to senior rugby via the school &amp; youth rugby section – No U22 fixture in September, but actively looking to arrange for 2018</p>	

<p>7. Has an RFU trained Safeguarding Officer who follows RFU DBS requirements, has a safeguarding policy and an appropriately trained number of coaches and volunteers</p>	<p>Yes (Geraldine Tiddy) - Policy on website &amp; discussed at coaches meeting &amp; on Youth Rugby monthly agenda</p> <p>The last Kent Safeguarding Audit was done in the 2016-17 season – The club is aware of Reg 21 Safeguarding &amp; uses it as guidance for any issues</p>	
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## ENVIRONMENT

Facilities, Club, Schools, Universities, Colleges, Local Community.

Statements	Club Review	RAG Rating
<p>8. Has secured regular access to appropriate facilities to meet the whole club's needs.</p>	<p>Excellent facilities for playing Still finalizing arrangement to have whole club at one base at College Meadow &amp; agree long term lease</p> <p>Senior Rugby has 2 pitches for 5 teams (inc Women's &amp; Vets) &amp; can suffer from overuse as also used for training – They do also have access to school pitches if necessary to mitigate this</p> <p>Youth rugby have access to 8 pitches – These are the school pitches which we rent on Sundays</p> <p>There are sufficient showers &amp; changing rooms to cover all needs &amp; women's section and refs have their own areas. Rick Bruin has been involved in discussion on potential new facilities due to completed by Jan 2019</p>	
<p>9. What is the maintenance programme for your pitches? Does it create adequate pitch quality and capacity?</p>	<p>Excellent maintenance handled by the school Grounds Staff</p> <p>No matches cancelled this season – Grounds run by full time professional ground staff of Eltham College</p>	
<p>10. Has access to clean, welcoming</p>		

and accessible changing facilities for all club's teams and members.	Excellent facilities for whole club 5 Home & Away changing rooms, standalone Women's & Ref's facilities	
11. Has access to social facilities that supports the club's social and economic objectives encouraging usage from all sectors of the local community.	Club house at College Meadow is a good facility and available to all – Plan is to have whole club based there from 2018-19 season – Just seniors & academy currently	
12. Plays an active and positive role promoting rugby/the rugby club within its community. Transitions players from schools, colleges and universities into the club where appropriate.	We are an open club and promote playing opportunities The Youth section has strong ties with Coopers & Ravens Wood Senior section provides coaches to Coopers and Eltham College Via Senior Rugby links to London based universities are being established  The facilities are not currently used by the local community – We have hosted primary school tag tournaments at our old grounds & will do again the new ground works are complete & we have full access to the club facility	

## **BUSINESS**

Club Management, Finance, Governance, Policies, Procedures

Statements	Club Review	RAG Rating
13. Has appropriate systems in place to keep all member* information complete and timely on GMS [including parent/carer contact details player registration] and provides regular and appropriate communication to all.	Yes - Youth Rugby has a dedicated resource & support from Age Group Managers Senior rugby handled by club administrator  We have set up a member's website and will be having a regular newsletter and also through the website which is always in the top 10 Pitchero sites –  GMS is used by Youth Rugby to guide where gaps are on our coaching & highlight any training needed – It is also occasionally used to email updates to parents & manage up to date yearly membership numbers	

	Senior, Youth & Woman's rugby all have Twitter accounts with good followings	
14. Has a Health & Safety policy and undertakes an annual Risk Assessment** of activities.	Eltham College, who own the grounds, H&S officer leads on this. The club is proactive in ensuring that concerns are raised.	
15. Operates effective financial and business management.	The senior section of the club is making great strides to be as financially prudent as the Junior section, but is grateful for the generous sponsorship it receives.  1st xv accounts sent to and approved by NCA, last was June 17 for the 16/17 season. Do not have to send accounts to Kent RFU as 1st xv play in National 1 and that comes under NCA not Kent in the RFU Ladder	
16. Operates appropriate membership & pricing policies for all members, ensuring families are catered for appropriately.	Yes – Very competitive pricing Youth section can access season tickets to senior Rugby for £50 No one gets turned away from Youth Rugby if they can't afford it	
17. Has an open constitution incorporating all relevant RFU and statutory policies.	Yes - Constitution was rewritten 4 years ago, but will need reviewing in next couple of years if the senior section get promotion	
<b>Statements</b>	<b>Club Review</b>	<b>RAG Rating</b>
18. Demonstrates and promotes rugby's core values and where necessary, operates a fair and equitable disciplinary process.	Yes – Section disciplinaries run by respective committees in line with RFU regulation 19  Core Values are highlighted at monthly coaches & and mini managers meetings – any relevant issues are passed on via weekly notes to all managers & coaches and the moved on to age groups via their weekly emails	

\* Players, clubs and friends, coaches, referees, social members

\*\* Part of H&S policy

## KEY ACTION PLAN

1)	<p>Rolled &amp; amended from previous;            Finalise move to College Meadows for the whole Club (including 3G Pitch, Stand, Clubhouse development and 150 additional parking spaces) – key part being to agree to a long-term lease (25 years) &amp; sustainable rent.            Move due to be completed by Dec 2018, by which the Club will then have 3 full size pitches on site.</p>
2)	<p>Pathway from Academy to Senior Rugby – Set up a clear pathway from Youth Rugby into Senior Rugby, which is shared with players and parents &amp; has measured outcomes. For youth transition to 3rds &amp; below senior rugby we have targeted 10 players a season, allowing for universities &amp; general drop out</p> <p>In addition, there will be an Academy section for 19 to 22 year olds aimed as a pathway to the 1<sup>st</sup> XV</p>

Club Name	Old Elthamians RFC		
Club Contact Name	Mathew Watkins		
I confirm that the club named above has provided all the necessary evidence and an appropriate key actions plan for RFU Club Accreditation	Date	Dec 12 <sup>th</sup> 2017	
Signature	<b>Mathew Watkins</b>		
RDO Name	Mike Hollis		
I confirm that the club has undertaken the RFU Club Accreditation and consultation with the Constituent Body has taken place	Date sent to Twickenham	Jan 4 <sup>th</sup> 2018	
Signature	<b>Mike Hollis</b>		