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| Picture 1 | **WILTS. COUNTY**  **AMATEUR SWIMMING ASSOCIATION**  **Founded 1907 Affiliated to Swim England South West**    **President Melanie Sweetman** |

**EDUCATION AND DEVELOPMENT COMMITTEE**

Minutes of meeting held via Zoom

on Tuesday 25 June 2024

**Present:** A Ryczanowski (chairman), A Christmas (secretary), K Mutton, L Leffers

**Apologies:** M Greenan, M Sweetman, R Smith, G Pearce

1. **Minutes of Previous Meeting**

These were accepted and signed as a true record.

1. **Matters arising**

There were no matters arising that were not being covered elsewhere in the meeting.

1. **Funding/ Funding Policy**

*The County Funding Policy seeks to pull together on one document the funding opportunities available to Wiltshire swimming clubs (see attached, though will be updated post management meeting with the changes below))*

County Bursary Funding - There was a very constructive discussion about the levels of funding awarded by the county for teachers and coaches courses.

The following was passed by the Ed & Dev committee to go forward to the Management meeting-

1. As from 1st January 2025 the county would no longer award bursaries for level 1 or level 2 teachers courses.
2. Bursaries for a level 3 coach course would be considered for both volunteer positions *and* paid positions in an effort to try to encourage more level 3 coaches in the county. Each application will be considered on a case by case basis.
3. Bursaries for level 1 and level 2 coaching courses would stay at the percentages already agreed (25% & 30%) but would be capped at that percentage of the ‘club offer price’ (to get the significantly reduced ‘club offer price’ please see appendix at the end of these minutes)
4. Minor changes were agreed to the policy document and the claim forms - mostly relating to links to other information or to clarify a point or guidance.
5. **Coaching and Teaching Courses**

At present we have a Coach (level 2) course running in Swindon. No other coach courses seem to be organised in the county.

If you are looking for level 1 or level 2 coaching courses please contact the regional office who will be happy to advise.

For teaching courses please visit the IoS website, there are always courses running at a leisure centre somewhere in or around Wiltshire.

1. **CPDs**

The county is very keen to see a programme of coaching CPDs set up for club coaches, two per year would be ideal. These could be both online and/or in person. If you could help organise these please contact Andrea.

In the absence of a county CPD programme we would like to encourage teachers and coaches to take the online CPDs provided by Swim England, these have improved a great deal over the last few years and are well worth doing. The county will pay £10 per person towards each CPD, claim form under Ed & Dev on the Wilts Swimming website.

1. **Requests from the Coaches Committee**

The coaches committee would like to see a programme of CPDs for the county and would encourage someone to come forward to set these up.

1. **County Bursaries and Funding**

Bursary Funding - Over the last 8 months 28 teacher/coach bursaries have been granted to applicants from 10 clubs totalling £2,850. Bursaries are for volunteer positions only. Application forms are on the county website under Education & Development.

CPD Funding - Since we introduced funding towards CPDs (mandatory and optional CPDs) we have awarded £300 in funding to clubs.

1. **Young Volunteers Programme**

The 2023/4Young Volunteer Programme has now finished. Wiltshire had 19 start the programme in September and we are awaiting an update from the regional office as to how many completed the course.

1. **Workshops run by SW Region**

The SW regional office continue to run essential workshops via zoom, for example, **Safeguarding**, **Time to Listen** and **Team Manager** plus many very useful forums for Club Chairs, Secretaries, Membership Secretaries, Welfare Officers, SwimMark Co-ordinators.

These are all free to attend except the Safeguarding workshop which costs £10pp.

For full details go to <https://www.swimwest.org.uk/training>

NOTE: if you book onto a workshop please remember to attend! Many places on workshops are wasted every year by people not turning up, this not only deprives other people of that place but is also just plain rude!

Funding will not be given to people who book a place and do not attend.

1. **Website** please note that the Education and Development Committee now has a section on the county website (thank you, Andy) where you will find the county funding policy and funding claim forms plus other useful related information.
2. **Any Other Business** 
   1. We discussed the need for a couple more people to join this committee.
   2. Officials licensing queries should be passed to the County Officials Training Officer Paul Robbins.

**Meeting finished at 8.20pm**

**Date of next meeting – September 2024**

**Appendix**

**Swim England Member Offer**

Any SE member is entitled to a discount on the cost of a coaching course, up to 40% of the rrp.

Details on how to purchase discount vouchers and book spaces are available via this link - <https://www.swimming.org/ios/book-courses-clubs/>

These vouchers need to be purchased via your club’s ‘company’ profile.

Firstly the club needs to create a Swimming Club account then they can purchase vouchers to assign to members of their club (called ‘employees’)

Once it is set up it is very straightforward!