**A logo of a hockey club

Description automatically generated with medium confidenceCHELMSFORD HOCKEY CLUB**

**JUNIOR SECTION**

**PARENT HELPER COACHING ROLE**

The main purpose of the role is to assist the Lead Coach and Assistant Coaches in the delivery of coaching to an age group squad according to their potential, their needs and interests and according to the junior club mission and coaching philosophy.

Junior club mission: To provide a fun, quality and safe hockey experience for all children of all ability levels in the Chelmsford area, supporting them to be the best that they can be.

**PARENT HELPER COACH RESPONSIBILITIES**

* **Support delivery of training sessions**
  + Read and understand any sessions plans and coaching direction provided by Lead coach in advance of the sessions
  + Agree responsibilities with the Lead coach and how they want you to support
* **Fixtures and Selection**
  + Where necessary, coach a team for a fixture or tournament
  + Abide by [junior developmental selection policy](https://www.pitchero.com/clubs/chelmsfordhockeyclub/d/documents.html), i.e. as much as is practically possible, rotate players so that children get equal pitch time to give each player the opportunity to develop. The exception is England Hockey knockout cup games
  + At fixtures provide positive support to teams from the sidelines and between games
* **Welfare**
* The following tasks are not exhaustive and there will be updates from the welfare team on responsibilities in this area:
  + Ensure children are wearing appropriate clothing for weather and have gum shields and shin pads. Do not allow any child playing to participate without a gum shield.
  + Ensure you have a first aid kits for any fixture where you are the main coach
  + Ensure you have details of children’s medical details and any additional needs if you are leading a team at a fixture where no other coach or manager is present
  + Follow safe drop off and collection procedures
  + Ensure that children are never left unattended at training or at a fixture
  + Ensure that photos taken by club officials (coaches, parent helpers, managers) comply with the consent given by parents, i.e. if a parent has not consented to photos of their child being shared on WhatsApp groups, then all club officials must comply with this. However, note we cannot control what other parents do.
  + Report any accidents and injuries using the appropriate form
  + Report any safeguarding concerns to the welfare officer

**REQUIREMENTS OF A PARENT HELPER COACH**

To be able to fulfil your role as coach it is a requirement of Chelmsford Hockey Club that you are aware of important club and England Hockey policies and undertake some relevant qualifications. This is to enable us to deliver safe and quality hockey for our members.

**MANDATORY BASICS**

* **Policies**
* Familiarise yourself with the policy section on the Chelmsford Hockey Club Pitchero site. There are [policies to comply with](https://www.pitchero.com/clubs/chelmsfordhockeyclub/d/documents.html?group_id=22296) including a Code of Conduct and other [important policies](https://www.pitchero.com/clubs/chelmsfordhockeyclub/d/documents.html?group_id=22294) to be aware of.
* Familiarise yourself with [England Hockey’s policies and code of conduct](https://www.englandhockey.co.uk/governance/rules-and-regulations)

1. **DBS**

* All volunteers must have a valid DBS check
* Our welfare officers will be in touch to process your DBS certificate. Please respond quickly. Their email address is [chelmsfordhcwelfare@gmail.com](mailto:chelmsfordhcwelfare@gmail.com)

1. **Safeguarding training**

* Read the [Safe Guard documentation](https://www.englandhockey.co.uk/governance/duty-of-care-in-hockey/safeguard) for your role as a Junior Coach
* Complete the [relevant course for your role](https://www.englandhockey.co.uk/deliver/coach/develop/coaching-courses/safeguarding-awareness-module)
* Complete the [Safe Hockey Online Module](https://hockeyhub.englandhockey.co.uk/safehockey)
* Safeguarding training needs to be renewed every 3 years

**OPTIONAL FIRST AID**

1. **First aid training**

* Complete a first aid course
* First aid training needs to be renewed every 3 years

Once completed please send all certificates to: chelmsfordhcwelfare@gmail.com

**PAYMENTS**

For all courses, we ask you to pay upfront and then the club will refund you. Send confirmation of payment and completion of the course (you will get a certificate) to the club Treasurer Adam Hunter: [e\_e\_emu@hotmail.com](mailto:e_e_emu@hotmail.com) who will reimburse you.