

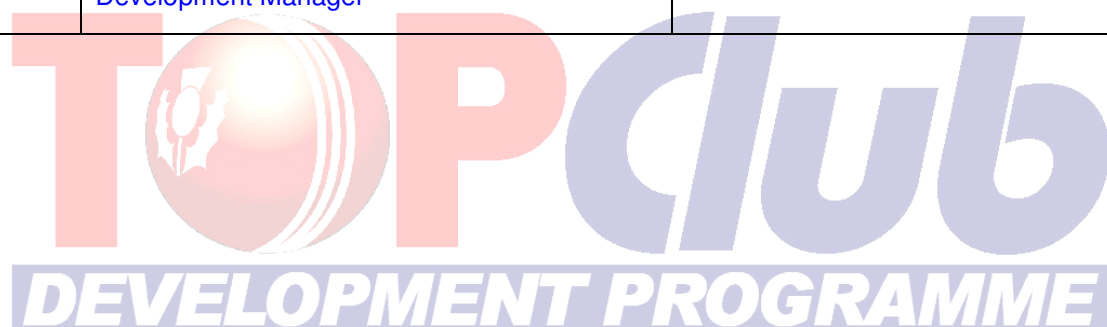


**2012-13 PROGRAMME
STANDARDS**



Active

Minimum Standard		Evidence
1.1	Club Committee to meet with Community Development Manager to discuss TOP Club	Meeting occurred
1.2	Club registered on TOP Club programme	
1.3	Club completed all seven sections of the Top Club programme	Programme completed and submitted to Cricket Development Manager
1.4	Junior Committee formed at Club	Details of Committee structure
1.5	Club Development plan in place. Plan to relate to each of the 5 areas of TOP Club.	Development Manager in receipt of plan
1.6	Club Welfare Officer in place	Details in volunteer structure
1.7	Club has adopted and implemented Safeguarding and Equity policies. The policies are displayed on the Club noticeboard	Policies visible on noticeboard
1.8	Community Development Manager to attend a Junior Committee meeting	Meeting attended
1.9	Club regularly attends Development Group meetings	Minutes of meetings
1.10	Open constitution approved by Community Development Manager	



Approved

Minimum Standards		Evidence
2.1	Club Welfare Officer attended Safeguarding course	Date and type of training evidenced
2.2	Club recruits coaches and volunteers in a safe, effective manner in line with Safeguarding policy.	Each coach / volunteer recruited in line with recruitment procedure.
		All coaches / volunteers conducting regulated work completed Disclosures or are PVG Scheme Members
2.3	Club has Emergency procedures in place and they are displayed on the Club noticeboard.	Policy in place
		Procedure on Club notice board
		1 st aid kit available at junior sessions
		Club has accident and incident forms in place
		Access to phone at all junior sessions
2.4	Junior Coaching programme overseen by head coach (who is minimum UKCC 2 / ECB L2) and is a member of the ECB Coaches Association	Evidence of coaching qualification
		ECB CA Membership numbers recorded.
2.5	Safe ratios of coaches / leaders to children are implemented at all junior sessions 1:8 if children are aged 8 or younger 1:10 if children are aged 9 or over	Registers from junior sessions
		Ratios evidenced
2.6	Risk Assessments have been completed for all training venues and home ground and displayed on Club Noticeboard.	Completed risk assessments available (electronic)
		Risk Assessments on Club Noticeboard.
2.7	Risk Assessments and audits have been completed for Club equipment	Completed risk assessments available (electronic)
		Audit form of junior club (electronic)
2.8	Participation in at least 2 Kwik Cricket Festivals	Evidence of participation in at least 2 Kwik Cricket Festivals
2.9	Club to provide weekly opportunities for juniors and Club members to practice and play between May and August	Programme of activity available including fixtures and results.
2.10	Attendance at 75% of local Cricket Development Group meetings	Minutes of meetings
		Evidenced through Development Manager records
2.11	Annual Development plan meeting held with Community Development Manager.	Meeting held
2.12	4 Junior Committee meetings to occur in 12 month period. 1 of which to be AGM	Agendas and minutes of meetings. Evidenced within 'current position'.

Bronze

Minimum Standards		Evidence
3.1	Club delivers coaching to at least 2 Primary Schools.	Visits recorded
3.2	Club to host Festival for the schools it has worked with	Dates
		Stats – including numbers of children attending
3.3	Club to host at least 1 inter-club Kwik Cricket Festival	Date
		Teams attending
		Recorded in the minutes of the local Cricket Development Group.
3.4	Hardball played at 2 age groups, 1 of which to be U11s. Participation and fulfilment of a minimum of 80% of available fixtures at all available age groups within local 'league' structure	Age groups
		80% fixture completion at all levels recorded.
3.5	Club appoints girls' co-ordinator	Named person
		Details available (website / handbook)
3.6	Club has 3 girls / women playing in the Club's pathway - with each player playing a minimum of 3 fixtures, or attending 3 Kwik Cricket festivals, per year	Details of festivals available and those participated in.
3.7	Club hosts a summer holiday coaching scheme in conjunction with Cricket Scotland / Local Authority.	Copy of promotional material
		Registers
3.8	All Lead Coaches within the Club undertake an annual Coach Observation session with Cricket Scotland staff.	Details of sessions
3.9	Club provides 1 practice session per week per age group during the season (May-end of Aug) (to include adult playing members)	Registers
3.10	Volunteer plan in place and implemented (detailing the recruitment, retention and rewarding of volunteers). Plan displayed on Club Noticeboard	Copy of plan
		Details of implementation
3.11	Club has at least 2 members who have attended the Introduction to Umpiring Course, 1 of which to be a senior playing member.	Named individual
3.12	At least 1 member is either a coach or team manager at area level and players at 1 age group.	Minutes / notes of Development group appointing coaches.
		Player matrix
3.13	Club produces and distributes a junior newsletter / ezine / dedicated webpage	Copy of 'zine / printed webpage or links
3.14	Club holds a pre-season parents open day and a post-season junior presentation / celebration event.	Date and details of the event.
3.16	Club provide a minimum of 6 week winter coaching programme	Dates and registers
3.17	Club hosts an annual Kwik Cricket Game Course.	

Silver

Minimum Standards		Evidence
4.1	1 Coach at Club Coach Award who is an active coach at the Club	Named person and Course details
		Evidence of club sessions delivered
4.2	At least 1 Hardball team at each of U11, U13, U15, U18s	Fixture and results matrix
	Participation and fulfilment of a minimum of 90% of available fixtures at all available age groups within local league structure.	90% fixture completion at all levels recorded
4.3	Kwik Cricket Teams at 2 age groups playing in 80% of local festivals	Age groups
		80% fixture completion at all levels recorded.
4.4	Club has a girls' or women's team participating in a local, or national, league.	Age group
	Participation and fulfilment of a minimum of 90% of available fixtures at all available age groups within local league structure.	Fixture and results matrix
4.5	Club hosts a summer and Easter holiday coaching schemes in conjunction with Cricket Scotland / Local Authority	90% fixture completion at all levels recorded
		Copy of promotional material
4.6	Head Coaches at each age group have undertaken a Coach Observation session with Cricket Scotland staff	Registers
		Copy of programme
4.7	Club organises and runs an annual ICC introductory Award course for parents / players / teachers.	Details of mentoring that has occurred
		Course register
4.8	Partnership in place with at least 1 secondary school S3 and below including boys and girls.	Partnership agreement completed
		School plays in National Schools Cup
4.9	Clubs run a Primary School coaching programme targeting 6 separate sessions. E.g.6 schools at 1 age group or 2 schools at 3 age groups or 3 schools at 2 age groups	Schools agreement in place
		Schools play in the National schools competition
4.10	Club has players in the CS Academy (1 age group) and players at 2 age groups within the Area Squad programmes. In addition, at least 1 Coach (UKCC2 and above) operating within the academy and players at 2 age groups within the area squad programme (Coaches or managers)	Player and coach matrix complete
4.11	Club has a minimum of 80 junior members	Membership list
4.12	Club has had 1 successful external grant application	Letter confirming funding from grant provider
4.13	Club has 2 outdoor nets	Facility detail
4.14	Club has at least 1 Club Member who is a Level 1 umpire	Umpire matrix

Gold

Minimum Standards		Evidence
5.1	1 UKCC3 Coach who is active coach at the Club	Named person and Course details
		Evidence of club sessions delivered
5.2	Hardball at U11s, 13s, 15s, 18s	Fixture and results matrix
	Participation and fulfilment of a minimum of 90% of available fixtures at all available age groups within local league structure	90% fixture completion at all levels recorded
5.3	Club has a girls' and a women's team participating in local, or national, leagues.	Fixture and results matrix
	Participation and fulfilment of a minimum of 90% of available fixtures at all available age groups within local league structure	90% fixture completion at all levels recorded
5.4	Club hosts a summer, Easter and spring half term holiday coaching schemes in conjunction with Cricket Scotland / Local Authority	Promotional material
		Registers
5.5	Club provide a minimum of 8 week winter coaching programme	Promotional material
		Registers
5.6	Club has its own Development Officer in place	Named individual
		Copy of role description
5.7	Club runs an ICC Introductory Awards course for partner Secondary School.	Course register
5.8	Club has players in the CS Academy (2 age groups) and players at 2 age groups within the Area Squad programmes. In addition, a Club Coach is Head Coach at the Academy.	Player and coach matrix
5.9	Club has a minimum of 120 junior members	Membership list

DEVELOPMENT PROGRAMME