

## PACES –An Overview of the Scheme

### The Benefits

PACES has been designed to be user friendly and helpful to voluntary sports clubs that are motivated by strong values. Quality and continuous improvement are importance in sports clubs which are well-known for their drive to change things for the better. PACES seeks to reflect the values created by the voluntary sports club sector and give practical tools to help clubs improve what they do. By becoming a PACES club your club may benefit from the following ways:

#### Foundation Level Benefits to club: -

- Help with disclosure forms
- Help with child protection and equity policy
- Publicity Perth and Kinross Sports Council newsletter and Sports Development website for achievement
- Approval to use PACES logo

#### Community Level Benefits to club: -

All of Foundation plus

- Help with risk assessments
- Additional assistance when applying for grants from grants direct, sports council funding or external grants (Awards for all etc.)
- Invite to 2 networking meetings per year
- Quarterly newsletters with local and national updates, funding opportunities etc

#### Development Level Benefits to club: -

All of Foundation and Community plus: -

- Club conforms to new child protection legislation and council letting policies
- Access to Sport Tayside and Fife coach scholarship scheme – mentoring, grant help for courses, development program
- Help to produce a club development plan
- Help to produce a equity plan/policy

#### In addition to the above benefits

Clubs at Foundation level will get

- 1 free place on SCUK safeguarding and protecting children course
- 1 free place on How to coach disabled people in sport

Clubs at Community level will get

- 1 free place on Children 1<sup>st</sup> in Safe Hands course
- Workshop on equity within the club environment

Clubs at Development level will get

- 1 free place on emergency 1<sup>st</sup> aid course (4hrs)
- 1 free place on either SCUK safeguarding and protecting children course or Children 1<sup>st</sup> in Safe Hands course

## **The Levels**

### **Foundation Level Criteria:** -

- Constitution including an equity policy statement i.e. it is a club for all with equal opportunities and treatment of participants.
- Evidence that your club has a bank account i.e. correct financial procedures and able to receive funding/ grants
- Affiliation to Perth and Kinross Sports Council/ NGB/SGB
- Structured club – designated office bearers – chairperson etc.
- Able to provide contact details of office bearers.
- Annual General Meeting
- Insurance
- Evidence of club holding contact details of members
- Child protection policy in place (if appropriate)
- Disclosure checked volunteers and coaches present at every youth/ vulnerable adult session
- Access to 1<sup>st</sup> aid within club training facility
- Qualified coaches (sticking to coach/player ratio as recommended by NGB)

### **Community Level:** -

- All of foundation level plus
- Designated child protection officer
- Policy for the recruitment of Ex-offenders
- Codes of conduct for parents, coaches/ volunteers, players and spectators
- Disciplinary and complaints procedure
- Records of medical conditions
- Parental consent forms for all junior members which has information about what is expected of parents i.e. helping with transport to matches etc.
- Job descriptions for office bearers, volunteers and coaches
- Volunteer registration forms completed
- qualified 1<sup>st</sup> aiders present at each training session and matches (Minimum qualification 4hour emergency 1<sup>st</sup> aid course or as recommended by S/NGB)
- Policy for the development/ education of coaches and volunteers
- Evidence of School/ club links if club has a junior section
- Clubs should have an understanding of sports related equity and equality policies and be working towards complying with them.

### **Development Level:** -

- All of foundation and community plus
- Junior feeder club or section if appropriate
- 50% of coaches/ Volunteers undertaken a child protection course
- Club policies in place –
  - Equality (equality action plan)
  - recruitment of volunteers procedure
  - risk assessments undertaken and updates regularly
  - Health and Safety policy
- registers taken at each session
- incident/ accident reporting systems
- welcome pack for new members
- Club has one member that is Health and Safety 1<sup>st</sup> aid qualified (4 day course)
- Club is part of the pathway i.e. it has knowledge of / link to feeder clubs in area and where talented individuals can progress to.
- Club development plan including actions to develop an equity policy