

HERTFORDSHIRE AMATEUR SWIMMING ASSOCIATION
EDUCATION COMMITTEE

Minutes of the meeting held at the Welwyn Civic Centre, Thursday, 2 April 2009 at 8.00 p.m.

PRESENT: Jane Evans (President), Philip Jackson, Derek Milton (Education Manager) and Ian Watson (Chairman MB).

APOLOGIES FOR ABSENCE

ED09/16 Apologies for absence were received from Karen Huckle, Andy Lennard, Sheila Mackenzie and Geoff Wood (Chairman).

MEETING QUORUM

ED09/17 There were just 3 committee members present (plus the President), this being 2 less than a quorum. It was agreed that the meeting would proceed, with any key decisions carried forward to the next meeting.

APPOINTMENT OF CHAIRMAN

ED09/18 In the absence of Geoff Wood, Ian Watson volunteered to be chairman for the meeting.

MINUTES OF PREVIOUS MEETING

ED09/19 The minutes of the meeting held on 26 February 2009, as considered by the Management Board on 10 March 2009, were accepted as a true record.

MATTERS ARISING

ED09/20 Re: ED09/4.1. Details of ASA courses being held at the Splash Academy in Huntingdon have been put on the HASA website.

ED09/21 Re: ED09/4.2. Ian Watson will contact Marilyn Hughes to establish typical room hire costs for officials' courses and then seek Finance Sub-committee agreement on an appropriate level of funding to clubs hiring rooms for such courses.

ED09/22 Geoff Wood has obtained confirmation that within the county there are five centres working as part of the IOS Network and three Independent Approved Centres. The IOS Centres are Watford Leisure Centre, Sportspace Hemel, The Venue Borehamwood, Hitchin Pool and Bishop's Stortford College. The Independent Centres are Hartham Leisure Centre, John Warner Leisure Centre and Stevenage Swimming Centre.

ED09/23 Re: ED09/09. Derek Milton will contact Stevenage Leisure to obtain comments about the Helper Course that ran in February/March.

CORRESPONDENCE

ED09/24 Several funding claims, not requiring discussion, have been received. Two requests for funding for lifesaving/lifeguarding and one request for funding a 2007 course were considered under Funding for Courses.

FUNDING FOR COURSES

ED09/25 A total of £1075 has been approved for 12 claims in 2009. These claims came from six clubs and covered courses for 31 people. Two of these claims were covered by the amnesty for 2008 for courses held in 2008. There are currently 23 claims where the initial notification has been submitted but the final claims have yet to be received.

ED09/26 Steve Coote, from Buntingford SC, has asked if funding could be made available for National Pool Lifeguard (NPLQ), as having qualified lifeguards is increasingly becoming necessary as a condition of pool hire. Some years ago the Finance and General Purposes Committee decided that it was not appropriate to fund the NPLQ but after some debate it was concluded that this should be reconsidered. There is some concern that a large number of young people may seek such funding, not necessarily just to support their club's pool hire arrangements. A likely proposal for

Management Board consideration would be to provide 25% funding in cases where there is evidence that having someone with the NPLQ is a requirement for pool hire. However, prior to making any firm recommendation Derek Milton will establish if East Region has considered funding for NPLQ.

ED09/27 Stuart Clewlow, from Welwyn Garden SC, has asked if funding could be made available for a RLSS Assistant Teacher Course. It was decided it would not be appropriate to provide such funding from the HASA. Derek Milton will seek information about any RLSS sources of funding.

ED09/28 Watford SC has submitted a funding request for a level 1 course for one person in July 2007. There is currently a funding amnesty for courses completed since January 2008 (to be claimed by end April 2009) and the Education committee recommendation, for consideration by the Management Board, is that this should not be extended to earlier courses.

DEVELOPMENT PLAN

ED09/29 The Action Plan for 2009 – 2010 was reviewed and the status recorded in the attached appendix.

FUTURE COURSES

HELPER

ED09/30 It has been confirmed that there are still a few places left on the September Helper Course in Stevenage so Derek Milton will send a reminder to the clubs.

ED09/31 Derek Milton will contact Hartham Leisure Centre and the John Warner Leisure Centre to see if they would be prepared to run Helper courses.

OTHER COURSES

ED09/32 There have not been any requests from the clubs for other courses. The next club forum will hopefully give another opportunity to check if more courses are required.

CHILD PROTECTION AND WELFARE

ED09/33 Derek Milton will contact Barbara Scorer to find out if possible dates have been established for Barbara Barratt (ASA Child Protection Officer) to give a talk to Welfare Officers.

ED09/34 Geoff Wood has established from Nikki Baker that there is a lack of presenters for Child Protection courses but it is believed this is being addressed.

ED09/35 It was observed that club committees/chairmen are likely to be deemed legally responsible for any incident for which the ASA Child Protection Procedures have not been followed.

ANY OTHER BUSINESS

ED09/36 None.

Next meeting Thursday 11 June.

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Chairman – Education Committee

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Date

What do you want to achieve?	What is your target and when?	Status at 2 April 2009
1. Teacher/Coach/Helper Qualifications 1.1. Assist teachers and coaches to enhance their level of qualification 1.2. Promote the organisation and take-up of courses leading to ASA qualifications (Swimming) 1.3. Provide assistance for diving, open water synchronised swimming and water polo courses.	90% of enquiries satisfied over the year. Increase the number of qualified teachers, coaches and volunteers. Sufficient courses to meet demand, including two ASA Helper Courses Sept 2009, March 2010. All disciplines contacted and demand established by end May 2009	Information about available courses is distributed to the clubs whenever it becomes available. The HASA web site has contact details for centres running courses and these are updated regularly. Stevenage Leisure Centre is running a Helper course in September 2009. Hartham Leisure Centre and the John Warner Leisure Centre will also be encouraged to run Helper Courses. No requests for assistance received.
2. Facilities Maintain a directory of approved facilities capable of and willing to facilitate ASA courses. through the ASA Regional Education Officer	Current list updated by end May 2009	IOS Centres: Watford Leisure Centre, Sportspace Hemel, The Venue Borehamwood, Hitchin Pool and Bishop Stortford College. The Independent Approved Centres: Hartham Leisure Centre, John Warner Leisure Centre and Stevenage Swimming Centre.
3. Support Structures Support clubs to find training and development opportunities for club volunteers, to enable the clubs achieve and maintain swim21 accreditation.	Identify support required by May 2009 90% of requirements satisfied.	The possibility of a survey to establish club course requirements will be discussed with the County Co-ordinator, once they have been appointed.
4. Funding 4.1 Identify and facilitate available funding support for volunteers, teachers and coaches. 4.2 Distribute HASA funding for courses to assist all clubs achieve and maintain swim21 accreditation	Sources identified by end May 2009 and the clubs of all eligible individuals assisted during the year. All requests for funding settled within 1 month of course completion	HASA funding process is in place. Additional funding up to 75% total is available for swim21 clubs (and clubs working towards swim21) through East Region.
5. Disabilities Assist in raising the profile of opportunities for disabled swimmers	All clubs with arrangements in place to integrate swimmers with disabilities.	The County Association is accommodating disabled swimmers and the action for clubs is covered by Swim21 requirements.

Signed:(Chairman - Education Committee) Date