

Adults other than teachers who deliver out-of-hours (on-site) sporting activities on behalf of an external organisation such as a national governing body, voluntary sports club or private business (either as volunteers or employed as contractors) have a responsibility for health and safety. Please therefore give careful consideration to the following statements and confirm whether the standard of service you will provide meets the conditions as listed (if applicable). Certificates and documents should be available for inspection upon request.

## Organisation:

Name:

## Staffing:

Staff delivering activity have up-to-date evidence of the following:

- |  |        |
|--|--------|
| • Appropriate national governing body coaching award   | Yes/No |
| • Relevant experience  | Yes/No |
| • Satisfactory references  | Yes/No |
| • Satisfactory enhanced Criminal Records Bureau disclosure certificate   | Yes/No |
| • Child protection training  | Yes/No |
| • First aid training   | Yes/No |
| • Staff are familiar with the process of risk assessment and in dealing with accidents, near misses and emergencies  | Yes/No |
| • The ratio of staff to pupils for the activities conform to those recommended by the appropriate national governing body and/or recommendations by Sports Coach UK and The Child Protection in Sport Unit | Yes/No |

## Equipment and resources:

All equipment and resource provisions are suited to the activity and adequately maintained Yes/No

## General:

Provider complies with requirements for public liability insurance cover (currently this should be at least £5m) Yes/No

## Personal details:

Full name (Mr, Mrs, Ms, Miss):

Address:

Postcode:

Phone (daytime):

Phone (evening):

Phone (mobile):

Email address:

Signed:

Date:

Data being collected will be stored and used in compliance with the Data Protection Act 1998