

British Canoeing Coach Update Scheme

Recognising commitment to relevant development and learning

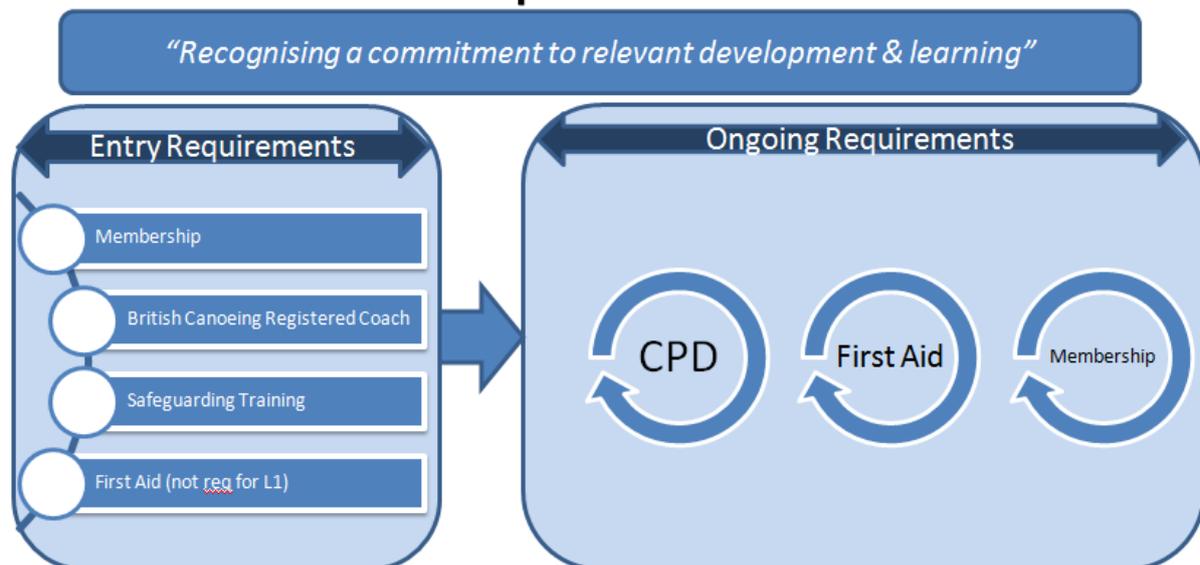
Introduction

British Canoeing and the Home Nation Associations actively encourage all coaches to keep up-to-date with relevant developments in paddlesport and in general coaching/leading best practice. The Coach Update Scheme supports and recognises coaches' commitment to continued learning and development.

British Canoeing and the Home Nation Associations consider coaches who subscribe to the Coach Update Scheme to meet minimum standards for deployment as a coach. The flexibility which has been built into each aspect of the Coach Update Scheme allows coaches to select CPD opportunities relevant to their coaching activity.

To support quality provision of the BCU Awards and Qualifications, providers of any BCU course are required to subscribe to the Coach Update Scheme. It is also recommended that coaches working with BCU Approved Paddlesport Providers and Clubs subscribe to the scheme.

Coach Update Scheme



Overview

The Coach Update Scheme recognises coach members' commitment to learning, development and best practice through the following areas:

1. Membership:

Maintaining full membership of British Canoeing, the Scottish Canoe Association, Canoe Wales or Canoe Association Northern Ireland (CANI) is a core aspect of the Coach Update Scheme. Holding such membership provides civil liability insurance amongst other benefits depending on the Home Nation Association.

2. **First Aid:**

Holding a recognised and valid First Aid certificate demonstrates the coach's commitment to this aspect of the Coach Update Scheme. British Canoeing reviews First Aid courses against the needs of paddlesport coaches and publishes a list of acceptable courses relevant to the coach's working environment. Please refer to the BCU First Aid Policy full details

Note: This aspect does not apply to BCU UKCC Level 1 Coaches working under direct supervision.

3. **Safeguarding:**

Completing a recognised Safeguarding Training course demonstrates the coach's commitment to this aspect of the Coach Update Scheme. For more information on training opportunities near you, visit your Home Nation website.

4. **Continuous Personal Development (CPD):**

The CPD aspect of the Coach Update Scheme recognises the coach's commitment to ongoing development of their coaching practices.

British Canoeing and the Home Nation Associations consider it best practice for coaches to pursue regular development of their knowledge, skills and understanding in the following areas;

A. Coaching Aspects

Broadly, this refers to development which enhances the coach's technical abilities (what to coach), understanding and application of the coaching process (how to coach), and (where relevant) leadership and/or assessing abilities.

B. Safe Practice

This refers to aspects of water safety, risk management and keeping up to date with current legislation and guidelines on ensuring the safety of participants

To fulfil the CPD aspect of the Coach Update Scheme, a coach should show active involvement with CPD in both of the above areas in every 3 year period.

British Canoeing appreciates that coaches may choose to develop themselves through a variety of means, and seeks to recognise formal, non-formal and informal development. By the following routes;

1. Participation in a recognised course

British Canoeing has reviewed a selection of training courses against the above areas and published a list of recognised courses. The list includes both BCU courses as well as courses run by established external organisations. Where a coach has attended one or more of the courses from this list their CPD validity can be extended for a specified period, of either 1.5 or 3 years. For full details refer to [Appendix 1](#)

2. Participation at a *Coaching Matters* event

To support coach development the British Canoeing and the Home Nation Associations offer a series of *Coaching Matters* events. These provide development opportunities within the local area. Participation at one of these events will be automatically extended the coach's CPD validity for 3 years from the date of the

event. For a list of upcoming *Coaching Matters* events please refer your Home Nation website.

3. Application for Recognition of CPD

Coaches may register other development which they have done, including mentored practice, site-specific training etc by submitting an [Application for Recognition of CPD Form](#). For full details please refer to [Appendix 2a](#)

If you are organising an event which provides an opportunity for coaches to develop in the areas of Coaching Aspects and Safe Practice, and would like the event to be recognised as a CPD opportunity you can register the event with your Home Nation Association.

Appendix 1: Recognised CPD Courses

British Canoeing and Home Nation Associations recognise the following courses as valid CPD evidence. Attending these courses will extend a coach's CPD validity for a period of 1.5 or 3 years (as specified below) from the date of the event.

Coaches are encouraged to seek out opportunities relevant to their coaching and/or leading activity and experience, when selecting CPD Opportunities.

Course Title	CPD Validity:
Personal Skills Development Courses	
BCU 3 Star assessment completed, any discipline	18 months
Leadership Development Courses	
BCU 4 Star Leader training or assessment, any discipline	3 years
BCU 5 Star Leader training or assessment, any discipline	3 years
BCU Raft Guide course (training/assessment)	3 years
BCU Bell Boat Helm course (training/assessment)	3 years
Coach Education Courses and Endorsements	
BCU UKCC Level 1 course (training/transfer/assessment)	3 years
BCU UKCC Level 2 course (training/transfer/assessment)	3 years
BCU UKCC Level 3 course (core/discipline specific/assessment)	3 years
BCU Level 4 Training or Assessment	3 years
BCU Level 5 Assessment	3 years
BCU Moderate Water Endorsement training or assessment	3 years
BCU Advanced Water Endorsement training or assessment	3 years
BCU Discipline Support Modules, any discipline (Part 1/Part 2)	3 years
Safety Training Courses	
BCU Foundation Safety and Rescue training	18 months
BCU White Water Safety and Rescue training	18 months
BCU Advanced White Water Safety and Rescue training	18 months
BCU Advance Surf Safety and Rescue training	18 months
BCU Coastal Navigation and Tidal Planning training	18 months
BCU Open Water Navigation and Tidal Planning training	18 months
BCU Lifeguards Swim Event Safety Award	18 months
CPD courses	
BCU Foundation Module	18 months
BCU Intermediate Module	18 months
Sports Coach UK (SCUK) CPD (excluding Safeguarding Training)	18 months
BCU Provider Training	
BCU Star Award Provider training or moderation	3 years
BCU Safety Award Provider training or moderation	3 years
BCU Foundation/Intermediate Provider training or moderation	3 years
BCU Discipline Support Module Provider training or moderation	3 years
BCU Coach Educator training or moderation	3 years
Sports Coach UK (SCUK) Tutor Training, Provider training, assessment or moderation	3 years

Appendix 2a: Application for Recognition of CPD Guide

The **Application for Recognition of CPD Form** provides a means for coaches to gain recognition for CPD that is done using means other than through Coaching Matters Events and the list of Recognised CPD courses. For example it could be used to record and recognise in-house training done through the club or employer, development through mentoring or shadowing senior coaches.

Completing the Application for Recognition of CPD

For an application to be considered the coach must complete Sections 1 and 4 and at least one of Sections 2 and 3, depending on development activity being recorded.

Please provide as much detail as possible to enable us to understand what you have been doing. Please enter accurate personal and contact details in Section 1 to enable us to record your CPD correctly and contact you about your submission if necessary.

What activities can be logged using this form?

Training courses, in-house training, mentored practice, shadowing senior coaches and self-lead research are some examples of activities which coaches might undertake as part of their ongoing development and can be logged in Sections 2 & 3.

What are Development Outcomes?

For each record of development you will need to identify the learning objectives of the activity i.e. what were you aiming to learn or develop by taking part in the activity.

For Coaching Aspects (Section 2) the development outcomes should show progression of the coach's technical abilities (what to coach), understanding and application of the coaching process (how to coach), or , where the coach also holds an assessing or leadership role, assessing and/or leadership abilities as relevant.

For Safe Practice (Section 3) the development outcomes should show progression in the areas of water safety, risk management and keeping up to date with current legislation and guidelines on ensuring the safety of participants

What evidence can be used to validate the record?

Certificates, a relevant reference and confirmation from the training leader are some examples of evidence that can be used to support the **Application for Recognition of CPD**.

When completing Sections 2 & 3 please identify the evidence that will be used for each entry and submit these together with the form.

What happens next?

Each application is reviewed to ensure that the content supplies evidence of development in Coaching Aspects and/or Safe Practice. If it meets these requirements the coach's record will be updated and their revalidation extended for an 18 month or 3 year period as relevant. The coach will then be informed of their new CPD Validity date.

If you have any further queries please contact your Home Nation Coaching Office.

Appendix 2b: Application for Recognition of CPD Form

This form should be used by coaches to record development activity which is not covered by the list of **Recognised CPD Courses**. Coaches may choose to complete either or both Section 2 and 3 depending on the nature of their development activity. Applications which detail appropriate CPD activity in these areas will be accepted. Where only one of these sections is completed CPD validity will be extended for an 18 month period, where both are completed it is extended for a period of 3 years. All other sections must be completed.

Section 1 – General Information

Name: _____ Surname: _____ Membership Number: _____
 Email: _____ Contact Number: _____
 Postcode: _____

Section 2 – Record of Coaching Aspects Development

Date	Activity	Development Outcomes	Evidence

Section 3 – Record of Safe Practice Development

Date	Activity	Development Outcomes	Evidence

Section 4 - Application to Coaching Activity

Please provide a summary (50-200 words) of the impact that your development activity has had on your coaching and what aspects have changed as a result

Declaration

I confirm that this record has been completed honestly and accurately.

Applicant Signature: _____

Date: _____