

## Club Information Sheet – tell us about your club ... how can we help you?

### Introduction

Plymouth City Council has teamed up with Active Devon to find ways of providing you with more support and information.

We would be grateful if you would take a couple of minutes to complete the following in order to help shape the way in which we provide you with effective support.

In return we are able to advertise your club to potential new members and raise awareness of the great service you provide within your community.

It will also help us to provide you with value for money products and services to help your club maintain and grow the numbers of people involved, both as volunteers and participants.

**Please indicate if you would be happy for your club details to be in the public domain by being added to the Active Devon club database at [www.activedevon.org/activitysearch](http://www.activedevon.org/activitysearch) (NB: only the items in the boxes highlighted yellow will be included on the database)**      Yes       No

### **Privacy policy**

*You will remain in complete charge of your personal information at all times. We will never make your personal information available to third parties.*

Your invaluable support is very much appreciated, thank you.



## Club Details

Club Name	
Training Address	
Post Code	
Telephone	
email	
website	

Do you have a volunteer co-ordinator?

Yes  No

Main Contact details for your club *(NB: please indicate whether you are happy for this information to be made public on our website by ticking the box opposite)*

Yes  No

Name and role within club	
Address	
Post Code	
Telephone	
Mobile	
email	

Do you have a junior section?

Junior section contact name	
Address	
Post Code	
Telephone	
Mobile	
email	

Club Membership

Number of junior members	Girls		Boys	
Number of adult members	Women		Men	
Number of coaches				
Number of officials				
Number of volunteers				



**Sport / Physical Activity you provide (please tick)**

Athletics	<input type="checkbox"/>	Disability Sport, please state	<input type="checkbox"/>	Judo	<input type="checkbox"/>	Rowing	<input type="checkbox"/>	Swimming	<input type="checkbox"/>
Badminton	<input type="checkbox"/>	Equestrian	<input type="checkbox"/>	Karate	<input type="checkbox"/>	Rugby League	<input type="checkbox"/>	Table Tennis	<input type="checkbox"/>
Basketball	<input type="checkbox"/>	Exercise, Movement & Dance	<input type="checkbox"/>	Lacrosse	<input type="checkbox"/>	Rugby Union	<input type="checkbox"/>	Tennis	<input type="checkbox"/>
Bowls	<input type="checkbox"/>	Football	<input type="checkbox"/>	Netball	<input type="checkbox"/>	Sailing	<input type="checkbox"/>	Triathlon	<input type="checkbox"/>
Boxing	<input type="checkbox"/>	Golf	<input type="checkbox"/>	Orienteering	<input type="checkbox"/>	Squash	<input type="checkbox"/>	Volleyball	<input type="checkbox"/>
Canoeing	<input type="checkbox"/>	Gymnastics	<input type="checkbox"/>	Outdoor Pursuits (Mountaineering & Angling)	<input type="checkbox"/>	Snow Sports	<input type="checkbox"/>	Walking/Rambling	<input type="checkbox"/>
Cricket	<input type="checkbox"/>	Hockey	<input type="checkbox"/>	Rounders/Softball/Baseball	<input type="checkbox"/>	Surfing	<input type="checkbox"/>	Other, please state	<input type="checkbox"/>
Cycling	<input type="checkbox"/>								

**Do you currently welcome disabled people to your club?**

Yes  No

**If yes, please indicate below which disabled groups you are able to cater for**

*(For example: physically disabled, mentally disabled etc)*

**Are you interested in encouraging more disabled members into your club?**

Yes  No



# 1 Club Accreditation

1 (a) Does your club already have ClubMark or other Accreditation awarded by your National Governing Body? Yes  No

1 (b) If No, would your club like more information and support about Club Accreditation? Yes  No

1 (c) If you have answered No to the above would you be able to tell us please, what is preventing you from accrediting your club?:  
(For example: Need help with the paperwork, or, can't see the benefits, or, too busy. We would like to be able to offer you some help, if we can.)

# 2 Capacity Building - Membership Needs

2 (a) Would your Club be interested in increasing its current membership numbers? (i.e. more participants) Yes  No

Junior Section	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Senior Section	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

2 (b) If no what factors are preventing you from increasing your membership?  
(For example: we cannot afford to hire any more sports hall space and we are full, or, we don't have enough coaches/volunteers to cope with more people)



### 3 Capacity Building-Training Needs

3 (a) Can you tell us if you need more volunteers and in what area

Number required

Coaches/Instructors – Level 1

Level 2

Level 3 and above

Volunteer Coordinator (responsibility for supporting the Clubs volunteers)

Umpires/Referees/Officials

Committee Members

Other, please state

3 (b) What barriers or difficulties does your club have in recruiting more help? (For example: Training them costs too much, lack of training available, matching people with the right skills/interests, lack of time, need more people supporting the running of the Club)

3 (c) We are able to offer some direct support for your Volunteer Coordinator, if you have one, (or help to recruit one if you need one) as well as help with recruiting more volunteers.

Would this interest you?

Yes  No

3 (d) Which of the following training areas would your club like support in?

Sports Specific coaching and leadership

Sports Officiating

Core Movement Skills (running/jumping/catching/throwing etc)

Marketing & Sales (promoting your club)

Child Protection

Sports Development

Equity/Club for All

First Aid

Funding Advice

How to Coach Disabled People in Sport

Leadership & Management

Coaching disabled performers



## 4 Step into Sport (Young Volunteering Programme)

This is a scheme aimed at giving young people a sports volunteering and leadership pathway.

4 (a) Is your club involved in the Step into Sport Programme?

Yes  No

4 (b) If No, would your club be interested in accessing Young Volunteers?

Yes  No

## 5 Club to School Links

5 (a) Does your club have any informal/formal links with:

School Sports Partnership

Yes  No

Individual Primary School/s

Yes  No

Individual Secondary School/s

Yes  No

Individual Special School/s

Yes  No

Please detail below any schools that your club already has links with:

5 (b) If No, would your club be interested in developing informal/formal links with your local School Sports Partnership/Schools?

Yes  No

5 (c) What, if any, are the issues which are stopping your club from developing links with your local School Sports Partnerships/Schools?

*(For example: We don't know who to contact at the school, or, we can't see any benefit from it)*

5 (d) If you were to develop links with your local School Sports Partnerships/School what would be the benefits you would hope to receive?

*(For example: Increased use of their facilities, or, cheaper use, coaches able to deliver to pupils and encourage them to join)*



## 6 Further Information

6 (a) Does your club have a Development Plan?

Yes  No

6 (b) If Yes, please list your clubs main priorities?

If No, would your club like support in writing a development plan?

Yes  No

6 (c) **Elite Athlete Support/Coaching/Mentoring** - does your club have links with/referrals to higher profile clubs which can accommodate for talented athletes to ensure that they take the correct pathways at the correct times?

Yes  No

If not, would you be interested in linking with some high profile clubs/coaches to ensure that none of your athletes are being missed?

Yes  No

6 (d) Further support required not already highlighted?

Please return completed information to:

Alice Page, Plymouth City Council, Civic Centre, Armada Way, Plymouth, PL1 2AA  
or email [alice.page@plymouth.gov.uk](mailto:alice.page@plymouth.gov.uk)

