



## **Chester Riverside Canoe Club Training Bursary Policy**

To apply for a bursary the candidate needs to put their proposal to a panel of three, which must be made up of two CRCC coaches and one member of the CRCC Committee, none coaching. The cost of the commercial course should be taken into account when awarding the bursary.

In extreme cases of hardship, the candidate can apply to the Committee for a top up to the full cost of the course. The top up is in the form of a loan which can be paid back over an agreed period of time. Full Committee approval will be required and can only be used in extreme hardship cases.

Payment of the candidate's portion of the course fees are to be paid up front when courses are arranged by CRCC and will be non refundable once booked. Where candidates are unable to attend booked courses, a refund can only be considered if a replacement candidate is found.

The Club will consider one bursary application per coach per calendar year, unless it is deemed essential (for example Safeguarding or First Aid). If in the exceptional case that more than one bursary is applied for in a calendar year then this will require full approval from the CRCC Committee.

The Club recognise that British Canoeing Awarding Body (BCAB) offer a range of discipline specific leadership and coaching qualifications and not all of these are listed below. The CRCC Bursary Policy considers those BCAB qualifications and awards that are most relevant to and suit the needs of the Club best, and as such these are included below. Exceptions to these (for example Advanced Leadership awards, Coach qualifications, or personal performance awards) may be considered on an individual case-by-case basis and Full Committee approval will be required.

Where a bursary is granted, the CRCC Bursary Policy Agreement must be signed by the beneficiary. This sets out the basis on which the bursary is granted and confirms that they are in agreement with and understand the terms. Where the bursary is awarded to a minor, the Agreement will be signed by their parent / guardian.

Total annual training budget for CRCC - £1200

### **British Canoeing Membership**

It is the responsibility of the award holder to maintain full membership of British Canoeing and that their coaching or leadership qualifications are valid. In cases of extreme hardship, then an application can be made on a one-off basis.

### **Safeguarding**

Paid for in full as and when the Committee think it is appropriate and includes coaches and committee members as required.

### **First Aid - two day course**

For coaches deemed to have club commitment, cost of course to be paid in full. This is deemed a necessary element of coach updates. Full Committee approval required.



### **Paddlesport Safety and Rescue Training (formerly FSRT)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **Paddlesport Instructor**

Maximum Club contribution is up to 75% taking account of any other separate bursaries obtained.

### **Paddlesport Leader (training or assessment)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **Paddlesport Touring Leader (training or assessment)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **White Water Safety and Rescue (WWSR)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **White Water Leader (training or assessment)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **Canoe White Water Leader (training or assessment)**

Maximum Club contribution is up to 50% taking account of any other separate bursaries obtained.

### **Continuous Professional Development (CPD)**

It is the coaches responsibility to maintain CPD in accordance with British Canoeing requirements. Consideration of financial support may be given if an individual identifies a course or event that would directly benefit the Club. Maximum Club contribution up to 25%. Case to be brought to full committee for consideration.

### **Bursary Terms**

No repayment of the bursary will be required if coaching support has been provided over a period of two years with a minimum of eighty hours coaching time from the date of each payment made by Chester Riverside Canoe Club.

Where some coaching support has been given, there will be a staggered approach to repayment as follows:

0 hours = Full repayment

Up to 40 hours = 50% repayment

40 hours to 80 hours = 25% repayment

80 hours + = no repayment

Any proposed deviation from this repayment plan to be considered on a case by case basis by the full committee.