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| **Picture 1** | **Wiltshire Swimming**  **(Wilts County ASA Founded 1907)**  **Affiliated to Swim England South West Region**  **Guidance and Policies for Funding and Bursaries** |

This document sets out the support Wiltshire Swimming will give towards developing volunteers of clubs affiliated to the County. These guidelines outline the details of the funds that are available for, but not limited to:

* Training of Volunteers
* Coaches Development
* Technical Official Development
* Club Officers Development

What funding is not available for:

* Open Competitions
* Overseas training camps
* Laptops, iPads, or similar devices
* Software and licensing fees
* Some types of equipment
* Employment costs

**Please note that every application for funding will be treated on its own merits and the need of the individual circumstance. The primary purpose of funding is to assist the education and development of unpaid volunteer positions within County Association Clubs. The decision of the Educational & Development Committee on all applications is final**.

All applications for funding should be emailed to the Education and Development Committee - Lesley Leffers @ [glleffers@btinternet.com](mailto:glleffers@btinternet.com) and copy in Andrea Christmas (Secretary) @ andreajchristmas@gmail.com

**Funding Guidelines**

**Teacher and Coach Courses**

All courses should be recognised by Swim England and come with certified qualifications. Ideally, these courses should be Swim England Qualifications (SEQ), but Swimming Teachers’ Association (STA) will also be accepted.

The funding levels listed below will start from 1st April 2025. They will be reviewed in March/April 2026.

**Coaching Courses**

* Swim England Assistant Coach (Level 1) – funding of £125
* Swim England Coach (Level 2) – funding of £220
* Swim England Senior Coach (Level 3)- funding of £700
* Swim England Land Based Coach - funding £100

**Teaching Courses**

* Swim England Assistant Teacher (Level 1) – funding of £80
* Swim England Teacher (Level 2) – funding of £140
* Swim England Assistant Teacher and Teachers Combined – Funding of £190

Reimbursement will only be made once certificates have been received, or proof of completion. Applications to be submitted within 6 months of completing the course on the correct form found at [***Funding Application Form***](https://view.officeapps.live.com/op/view.aspx?src=http://www.wiltshireswimming.co.uk/wp-content/uploads/2023/10/countyBURSARYapplic-03.20.doc&wdOrigin=BROWSELINK)

**Welfare Courses**

* **Safeguarding** is a mandatory workshop for anyone working in any of the following roles: coaches; teachers; team managers; tutors; lifeguards; welfare officers, as they will be working with young and/or vulnerable people. This qualification is required by Swim England for both Club Affiliation and SwimMark submissions. This qualification must be renewed every 3 years. A club failing to ensure that its relevant workforce have the safeguarding qualification will lead to the Club being suspended.
* It is **IMPORTANT** to note that only safeguarding workshops run by Swim England will now be accepted, not UK Coaching or other providers though these will remain acceptable until they expire.

**Online Safeguarding courses are available from:**

- Swim England South West Region through their website via [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums)at the subsidised price of £15 per place.

- Direct from Swim England/Institute of Swimming via their Website [***through this link***](https://instituteofswimming.org/safeguarding)**.**

For both courses the county will reimburse £15 towards the cost - please complete the [***funding claim***](https://view.officeapps.live.com/op/view.aspx?src=http://www.wiltshireswimming.co.uk/wp-content/uploads/2023/10/Wiltshire-Swimming-Course-Claim-Form-v2.2-1.docx&wdOrigin=BROWSELINK) form and provide proof of attendance. Applications to be submitted within 6 months of completing the course.

* **A Time to Listen –** this workshop is mandatory to become a club welfare officer and must be complete as soon as possible upon agreeing to take up this position. Any welfare officer without this qualification leaves the club open to suspension. To attend this training, you must first complete an approved safeguarding course.

**A time to Listen courses are available from:** Swim England South West Region through their website via [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums) and places are free.

**CPDs and workshops for teachers and coaches**

* The County is keen to run a programme of CPDs for its Coaches, and Teachers, ideally two per year. If anyone would like to take this on, please contact Andrea.
* Place fees are likely to be £15 for Swim England members and £25 for all others.
* Many online CPD courses are offered by Swim England via the Institute of Swimming platform [***through this link***](https://instituteofswimming.org/continuing-professional-development) and clubs are encouraged to make use of these.

Such as:

* + Backstroke Faults & Corrections
  + Front Crawl Faults & Corrections
  + Teaching Turns
  + Competitive Starts
  + There are many others
* For all relevant CPDs the county will reimburse £15 towards the cost - please complete the [***funding claim form***](https://view.officeapps.live.com/op/view.aspx?src=http://www.wiltshireswimming.co.uk/wp-content/uploads/2023/10/Wiltshire-Swimming-Course-Claim-Form-v2.2-1.docx&wdOrigin=BROWSELINK) and provide proof of attendance. Applications to be submitted within 6 months of completing the course.

**Team Managers**

* **Team Managers 1** Course is aimed at those who are starting out on their volunteer journey and focuses on single day competitions or camps where there is no overnight stay. This course is provided by the Region as a webinar hosted on Zoom and can be booked on the Swim England South West Region website via [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums)
* **Team Managers 2** Course is aimed that those who have completed Module 1 and are looking to support their clubs at events that require an overnight stay or travelling away. This course is provided by the Region as a webinar hosted on Zoom. The fee is covered by the Region and can be booked on the Swim England South West Region website via [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums)

**Officials Training**

* **Judge Level 1 (JL1)** – This is currently being supported, and fees are paid by the Region. For more information, or to apply see the Regions [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums)page.
* **Judge Level 2 (JL2)** - This is currently being supported, and fees are paid by the Region. For more information, or to apply see the Regions [***Workshops and Forums***](https://www.swimwest.org.uk/workshops-forums)page.
* **Judge Level 2S(JL2S)** – The fee is included within the Judge Level 2. For more information, please contact a County Referee or County Officials Training Officer.
* **Referee** – This training can only be undertaken with approval of the County Officials Training Officer and supported by a nominating Referee. The fees for this course will be reimbursed by the County once successfully completed.
* **Other Disciplines Officials** – Please contact the Secretary of the discipline for details.

**Officials Licensing**

* **Initial licensing** is part of the JL1 fee. Anyone who did not license following passing JL1 will not be able to claim funding from the County.
* **Re-licensing** will be funded, in full, if you have supported County Events during the previous licensing period and must be supported by the County’s authorising Referee.

**Tutors**

* Anyone accepted to become any course tutor by Swim England can apply for funding assistance from the county. Before undertaking training, please contact the Secretary of the Education & Development Committee by email [andreajchristmas@gmail.com](mailto:andreajchristmas@gmail.com) for further details**.** Funding will be dependent on the requirements of each individual application.

**Young Volunteers**

* Young Volunteers will follow the regional programme which is funded by the region. There are additional technical modules requested by the county and any costs involved will be covered by the county.

**Other Courses**

* Any other courses and/or funding requests not mentioned above will need to be presented to the Education and Development committee.

**Links to the relevant pages on Swim England/IOS/SESW Region/County websites are shown below:**

**County**

<http://www.wiltshireswimming.co.uk/wp-content/uploads/2020/03/countyBURSARYapplic-03.20.doc>

[*http://www.wiltshireswimming.co.uk/wp-content/uploads/2019/11/county-DEVELOPMENT-funding-application-form.doc*](http://www.wiltshireswimming.co.uk/wp-content/uploads/2019/11/county-DEVELOPMENT-funding-application-form.doc)

**Region**

[*https://www.swimwest.org.uk/workshops-forums*](https://www.swimwest.org.uk/workshops-forums)

[*https://www.swimwest.org.uk/funding*](https://www.swimwest.org.uk/funding)

**Swim England/IOS**

[*https://www.swimming.org/ios/?utm\_campaign=GlobalHeader&utm\_medium=IoS&utm\_source=GlobalNav*](https://www.swimming.org/ios/?utm_campaign=GlobalHeader&utm_medium=IoS&utm_source=GlobalNav)

[*https://www.swimming.org/ios/continual-professional-development/*](https://www.swimming.org/ios/continual-professional-development/)

[*https://www.swimming.org/ios/swimming-teacher-training/*](https://www.swimming.org/ios/swimming-teacher-training/)

[*https://www.swimming.org/ios/coaching-training/*](https://www.swimming.org/ios/coaching-training/)

[*https://www.swimming.org/ios/courses-officials-volunteers/*](https://www.swimming.org/ios/courses-officials-volunteers/)