



# THE ASA STEP INTO SPORT PROGRAMME

OCTOBER 2007

INFORMATION PACK



## Background

This information pack has been created to help Regional Development Officers, Partnership Swimming Development Officers, County Volunteer Coordinators, Clubs and others that are working with young volunteers and leaders as part of the Step into Sport Programme.

The pack includes

1. Information on the purpose, benefits and structure of Step into Sport
2. Guidance and examples about how Regions, Counties and Clubs can be involved with Step into Sport and who you can work with

Further information on the following is available on [www.britishswimming.org](http://www.britishswimming.org) including

- a. A leaflet for Young People about volunteering opportunities in aquatics
- b. An information leaflet for clubs interested in Step into Sport
- c. A training pack for clubs who want to welcome young volunteers (Available November 2007)
- d. Information about the dates and contacts for County Sport Partnerships Step into Sport conferences

## 1. Purpose, benefits and structure of Step into Sport

### Purpose

Step into Sport is a key part of the Government's National School Sport strategy. Managed nationally by the Youth Sport Trust and Sport England it has been designed to establish a simple framework of coordinated opportunities at a local level, to enable young people to begin and sustain an involvement in leadership and volunteering through sport.

Each year, circa 6,000 young people aged between 16 – 19yrs commit to undertaking 50 – 200 hours of volunteering as part of the Community Volunteering programme. These hours can be accrued through many different roles including volunteering as an assistant coach, official, administrator, team manager or as an event volunteer.

### Benefits

"Sport plays a special part in young people's volunteering. It is the most popular volunteering activity – 47% of young people's volunteering takes place in sport. The sports sector accounts for 26% of all volunteering"  
*Report of The Russell Commission*

There are a number of clubs already benefiting from the Step into Sport programme. Here are some quotes from clubs currently involved;

- "There are now more volunteers who are keen to learn and support the club"
- "Step into Sport has allowed us to create a monthly newsletter that we couldn't do previously because of a lack of volunteers"
- "We have identified young role models for our new junior section"
- "Our existing coaches have picked up new ideas and some have become mentors"
- "It's helped my club to develop best practice in volunteer management"
- "It has inspired our existing members to become involved in volunteering in the club"
- "Step into sport offers a great way of working with schools and other local partnerships that opens the doors to other opportunities"

Young volunteers already involved have said that Step into Sport has helped them to achieve the following;

- "It helps me to develop and improve my 'life skills' (i.e. confidence, communication, self esteem), and 'work skills' (time management, organisation, leadership) in an environment that I enjoy"
- " I have been given the opportunity to attend further training courses"
- "Being involved in Step into Sport has allowed me to complete my Millennium Volunteers Award and be recognized for my voluntary work"
- "I have gained part-time work with the sports club and am able to use my experience and new skills to show future employers what I have learned"

## Structure

By the time the young people are ready to volunteer with a club they will have undertaken and achieved their Sports Leaders UK Level 1 Award in Sports Leadership, and for those aged 16 and above, they may also have completed their Sports Leaders UK Level 1 Award in Community Sports Leadership and a specific National Governing Body qualification. Many will also have received training around generic topics such as Child Protection, First Aid and Working with Children.

The following diagram illustrates the training that takes place at each step in the programme. Clubs and organisations will become involved at 'Step 5,' which is highlighted in light blue whilst the dark blue areas are led by the network of School Sport Partnerships.



## 2. How to get involved and who to work with

### Creating partnerships

“A good experience as a sports volunteer can encourage young people towards a life-long involvement. We must offer a safe and structured opportunity for young people to take part in, which are both challenging and rewarding”

At **STEP FIVE** the following steps will take place

The network of 440 School Sport Partnerships are responsible for identifying at least 20 young people per partnership for club placements.

At the same time County Sport Partnerships will identify suitable clubs to welcome young leaders and support them to ensure they meet all the relevant child protection and health and safety criteria.

The local swimming officer will support the club by offering ideas about suitable volunteering activities and nominating best practice for clubs. Information can also be found on the British Swimming website [www.britishswimming.org](http://www.britishswimming.org)

Once a suitable club and young person are identified the school mentor will forward contact details for the young person to the nominated club.

The Volunteer Coordinator in the club will be responsible for identifying coaches and administrators who will support the volunteers, confirm start dates and location with the school mentor, welcome the volunteer and introduce them to the club. They should also ask the young volunteer what their interests are.

During the placement the club and school mentor will liaise with each other to monitor the progress of the young volunteer. At the end of the placement the Youth Sport Trust will issue a certificate to the young person for the hours they have completed.

## Helpful resources

To assist Club Volunteer Coordinators in working with Step into Sport and welcoming young volunteers there are resources available on the British Swimming website. One document is the High Quality Volunteer Environments document that includes a Volunteering Placement Checklist that clubs can use to help them prepare to welcome a young volunteer along with suggested roles and tasks that a young volunteer could help with in a club.

The Amateur Swimming Association has also created an online resource that provides guidance and advice about welcoming and supporting young volunteers to ensure that the club and young both have a positive experience. (Available November 2007)

Youth Sport Trust and Sport England are currently reviewing the training programme and support pack for Volunteer Coordinators that is provided through the Step into Sport programme. A new and updated version will be launched in 2008.

## County Sport Partnership conferences

Throughout the year County Sport Partnerships organise Step into Sport Conferences for young people aged 16-19 interested in sports leadership and volunteering. At each conference, students participate in interactive workshops and are provided with the opportunity to find out about opportunities to volunteer in sports of their interest. Swimming Officers can provide information for the young people about swimming by attending the conferences or sending along the ASA Young People information leaflet that is available from the British Swimming website.

For further information about the conferences and key contacts in the County Sport Partnerships please visit [www.britishswimming.org](http://www.britishswimming.org)

Two promotional flyers that can be used to promote Step into Sport amongst young people and amongst clubs are also available on the British Swimming website.

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