

TOP Club **DEVELOPMENT PROGRAMME**



A guide to the TOPClub development programme for junior cricket

supported by
sportscotland

**Cricket Scotland, National Cricket Academy
MES Sports Centre, Ravelston, Edinburgh EH4 3NT
Telephone 0131 313 7420**



1. Introduction
2. About **TOPClub**
3. How **TOPClub** works
4. **TOPClub** features & benefits
5. **TOPClub** : the five levels
6. How to get started

1. Introduction

On behalf of the Cricket Scotland development team, I am pleased to introduce **TOPClub**, our very own development and accreditation scheme for cricket club junior sections.

A strong and healthy network of clubs is essential if cricket is to grow and flourish in Scotland, and we are committed to that process. The first step on that journey is to create a vibrant junior game which will ultimately support senior club cricket in the future. We believe the **TOPClub** programme will help modernise the club network in Scotland and create a dynamic junior game.

Scotland's sports clubs face more challenges in the 21st century, with advances in technology and changing social trends leading to less active children. Changes to working patterns have affected numbers of volunteers and the time they have available, and legislative change has placed the onus on clubs to adopt child protection and equity policies.

You will not be surprised to hear that these issues are not going to disappear. **TOPClub** will help clubs meet these challenges head-on and, through their local Development Manager and the national development team, clubs will be given the support required to be successful in today's challenging environment.

TOPClub will provide accreditation on key elements of club operations, making clubs more attractive to parents, children, local authorities and funding agencies. It will also help clubs to develop their core cricketing activities, which is where the most tangible benefits will be seen. **TOPClub** has been designed to help all clubs fulfil their potential, irrespective of size and I would commend it to all clubs as an essential part of their development.

Andy Tennant
National Youth Development Manager





2. About

TOPClub is for all clubs which are committed to junior development. It has been specifically designed to meet the needs of all Scotland's cricket clubs, big and small, and is relevant to clubs irrespective of whether they have a long-established junior section or if they are just starting out. We have taken examples of good practice from both 'Clubmark'-type accreditation schemes and development programmes from many other sports. And we have added cricket and Scottish-specific elements to the mix and combined them to create **TOPClub**. The programme has been created on the principle that "good practice" and "good performance" are not mutually exclusive, but part of the same integrated path to a prosperous club.

Objectives and key areas

1. To provide a nationally-recognised form of accreditation.
2. To assist clubs in developing structures, programmes and people, which will allow them to fulfil their potential and aspire towards excellence in offering sporting opportunities to young people in their community.
3. To assist clubs in implementing policies and procedures which ensure they are recognised as a well-run organisation offering a safe, effective and child-friendly environment to their members.

- ✓ Policies and procedures
- ✓ Introductory programmes
- ✓ Progressive club programmes
- ✓ Pathways to excellence
- ✓ Coach recruitment and education
- ✓ Stakeholder partnerships



3. How works

TOPClub is a graded development programme which provides accreditation over five award levels. Clubs can progress through the system by achieving minimum standards against pre-set criteria for each level.

The first two levels focus heavily on developing policies and procedures, to establish a club's ability to offer a safe, effective, child-friendly environment. These levels also contain elements which lay foundations for improved structures and processes, which will help clubs to progress more rapidly in the 'medal' stages.

Once 'Approved' status has been achieved at level 2, clubs will progress towards the appropriate award in levels 3-5, which focus on improving sport-specific structures, pathways and people, while continuing to maintain and improve on quality standards achieved in the early levels.

TOPClub levels & awards

	Level 1 - Active Award
	Level 2 - Approved Award
	Level 3 - Bronze Award
	Level 4 - Silver Award
	Level 5 - Gold Award



4. **TOPClub** DEVELOPMENT PROGRAMME **FEATURES & BENEFITS**

Features

Benefits

Assistance and ongoing support throughout the scheme from your development team at Cricket Scotland.

Helps club take advantage of professional help and advice.

Production and implementation of a dedicated club development plan for each level.

Identifies of club's strengths and weaknesses, provides clear targets and goals to work towards and measures progress.

Nationally recognised accreditation for clubs which can be carried on letter headings, promotional literature etc.

Makes clubs more attractive to the community, sponsors, local authorities etc, and increases pride in club.

Assistance in producing and implementing child protection and equity policies.

These policies protect children, coaches and volunteers from abuse, and help create a safe and positive environment.

Help in creating a more effective junior coaching and management structure.

Allows people to achieve more, and makes clubs more attractive to new members.

Access to dedicated training and education courses and resources for coaches and volunteers .

Young players receive more and improved coaching, which produces better players.

Promotion of better links with other key agencies, such as local authorities, active schools co-ordinators, etc.

Improves access to facilities, funding and support from other sports development professionals.

Volunteer recruitment strategy to help clubs overcome shortages of coaches and volunteers.

Provides much-needed help for existing coaches and volunteers. New blood, new ideas, more members.

Assistance in promoting increased activity and effective marketing of club to new and existing members.

More members, more money.



The introductory award to the scheme. This allows clubs to show that they are active within the programme and working towards approved status.

Key Criteria

- ✓ Held initial meetings with Development Manager
- ✓ Formal agreement from committee to participate
- ✓ Development plan drawn up to plot progress to next level
- ✓ Junior committee formed
- ✓ Child protection policy adopted
- ✓ Club equity policy adopted
- ✓ Individuals nominated to action plan



The level at which accreditation is achieved against the measurable criteria laid down to identify a club as being well organised and promoting a safe, effective, and child-friendly environment. Clubs will also have been required to meet some foundation sport-specific targets, to prepare for the next level.

Key Criteria

- ✓ Adoption and implementation of child protection policy
- ✓ Club must have Child Protection Officer in place and qualified
- ✓ Coaches to adopt ECB Coaches Code of Conduct
- ✓ Club must ensure all members working with children regularly have appropriate disclosure checks
- ✓ Emergency procedures policy must be adopted
- ✓ Club equity policy enforced
- ✓ Appropriate number of qualified coaches and volunteers
- ✓ Facilities risk assessed for potential dangers to young participants
- ✓ Appropriate opportunities for young people to practice and play
- ✓ Audit and review of activity
- ✓ Creation of File of Evidence relating to quality standards and good practice



The first of the three awards where the scheme's emphasis shifts to sport-specific developmental elements and helping clubs to fulfil their cricketing potential, while maintaining due diligence to quality standards and good practice. Clubs are assessed on completion of Level 2 and most will work towards obtaining the bronze medal. In some cases, a club may be 'fast tracked' to the silver award.

Key Criteria

- ✓ Membership of local Area development group
- ✓ Appropriate number of qualified coaches at levels 1 & 2 (subject to change on implementation of UKCC coaching structure)
- ✓ Primary Club Partnership formed with minimum of one Primary school
- ✓ Participation in local Kwik Cricket festivals
- ✓ Meaningful and progressive programmes offered to young people
- ✓ Club participating in hardball cricket competition at minimum of one age level (under 11/12 if only at one level)
- ✓ Amount and suitability of equipment provided by club
- ✓ Provide opportunities for girls to play cricket
- ✓ Nominate players for Area Squads
- ✓ Links established with Local Authorities



The emphasis of this award level is to help clubs who are already offering significant opportunities to their members to improve what they do, and become more effective in all areas of their operation.

Key Criteria

- ✓ Appropriate number of level 2 qualified coaches
- ✓ Primary club partnerships formed with a minimum of four primary schools
- ✓ Hosting and organizing inter school Kwik Cricket league
- ✓ Registered as "Have a go" cricket centre
- ✓ Club participating at all age group levels available locally
- ✓ Providing players and at least one coach for Area Squads
- ✓ Formed effective links with Local Authority Active Schools Program
- ✓ Providing opportunities for a girls' cricket team to play inter-club matches
- ✓ Progressive Programs to include winter coaching



This award is for clubs already operating to extremely high standards and who wish to be measured against the most exacting standards possible for a community sports club. A gold medal club would operate to the standards of a 'model club' offering a premium service to its membership in all areas.

Key Criteria

- ✓ Junior membership in excess of 80
- ✓ Effective coaching structure with minimum of one level 3 coach
- ✓ Primary club partnerships with minimum of six Primary Schools
- ✓ Secondary club 'pilot' partnership as extension of feeder Primary partnerships
- ✓ Model administrative structure
- ✓ Exhibiting effective links with all areas of local community
- ✓ Field girls' teams at more than one age group level
- ✓ Players representing Area at all age levels
- ✓ Integrated programs with Local Authorities

6. How to get started

Hopefully the necessity for, and obvious benefits of **TOPClub** are there for all to see. It is now up to Clubs to take the one simple step required to start the ball rolling. You can contact us through either your local Development Manager or head office in Edinburgh.

Listed below are the various contact details of the Development team. If your club is serious about developing junior cricket in your community and wishes to register, or you have any questions regarding **TOPClub**, we look forward to hearing from you in the near future.

- **Andy Tennant** *National Development Manager*
 - e-mail: andytennant@cricketscotland.com
 - Mobile: 07795 657637
- **Steven Knox** *Regional Development Manager, South East*
 - e-mail: stevenknox@cricketscotland.com
 - Mobile: 07970 151040
- **Steven Seligmann** *Regional Development Manager, West*
 - e-mail: stevenseligmann@cricketscotland.com
 - Mobile: 07968 336026
- **Clarence Parfitt** *Regional Development Manager, North & Central*
 - e-mail: clarenceparfitt@cricketscotland.com
 - Mobile: 07810 525381

One Scotland



Scotland Under 19 Squad – World Cup Finals 2004

No Place For Racism

Scottish Cricket is proud to lead the way in celebrating our nation's cultural diversity through sport.

