

Hockey Ireland



Club Pack 2016

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Hockey Ireland Tricks 4 Sticks Club Pack 2016

Congratulations on becoming a Tricks 4 Sticks club! The aim of this support pack is to help you to make the most out of the funding received by Hockey Ireland.

Tricks 4 Sticks offers your club the opportunity to increase youth participation numbers (girls and boys) through the running of a schools programme in your area. Clubs that are successfully accepted onto Tricks 4 Sticks receive funding to cover the programme's coaching costs. In addition; Included in this coaching support to your club Hockey Ireland may run centralised Stepping Stones courses (Phase 1 or Phase 2) to which Tricks 4 Sticks clubs can attend. If you wish to take us up on this offer, please email your Hockey Ireland contact know and we can arrange the delivery of the course.



Supported by the Irish Sports Council's Women in Sport, HSE and Healthy Ireland, Tricks 4 Sticks sends a qualified and approved hockey coach into local schools for an agreed number of weeks. Representing your club, the coach delivers a fantastic high energy hockey programme and creates links to your club. At the end of the programme the pupils are invited to visit your club grounds whilst the school also receives a 'Tricks 4 Sticks pack' to encourage them to continue playing hockey.

Benefits of Tricks 4 Sticks

- Increase youth membership numbers in your club - Maximising the Olympic opportunity
- Hockey Ireland covers the cost of coaching in schools and the loan of equipment (if required)
- Long-lasting links with local Primary and Secondary schools in your area are created through Tricks 4 Sticks
- Club receives best practice on how to structure an effective schools programme through guidelines and coaching session plans
- Club receives best practice on catering for children at club open days
- Access to a FREE Stepping Stones course to support coaches in your club



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1. Checklist and timeline for delivery

Task	Reason	Completion date	Completed
Meeting with Hockey Ireland	To discuss allocation of funding, overall programme and process		
Appointment of coach	Advice / recruitment / appointment of coach by Hockey Ireland		
Agreement of schools to be approached	Must meet with club's overall club targets and Hockey Ireland requirements		
Schools invited to participate in programme by club	To create link and confirm participation		
Ensure schools have registered with Hockey Ireland before start of programme	School required to complete online registration form	Start dates from schools	
Sessions organised with school by club/coach	To run the programme		
Hockey Ireland Approve Sessions in writing	Final authorisation of coaching		
Decide on your 'Club Event' - how will you 'invite' Tricks 4 Sticks players to the club	To showcase your club		
Promote the work the club and Hockey Ireland are doing and any club events	Attract new members		
Follow-up with schools and keep in regular contact with T4S coach	Tricks 4 Sticks club support pack	Ongoing	
Feedback to Hockey Ireland	Club Report Form	Nov 2016	

2. Contacting Schools in your area

In Tricks 4 Sticks, the **CLUB** must make the initial contact with any school they wish to work with. Please remember that Tricks 4 Sticks is to be delivered in **NON-HOCKEY SCHOOLS ONLY** i.e. schools that are not already playing our sport. Once contact has been made with the school, it is the role of the club, coach or Hockey Agent to tie down the details of the coaching sessions with the school. All schools **MUST** register online at the following link with Hockey Ireland **BEFORE** a coach begins the programme in a school - <http://registrationt4s.questionpro.com>

In any correspondence with schools, you can mention that you are working in partnership with Hockey Ireland and Women in Sport Programme (for all-girls/mixed schools) These logos can also be added to any correspondence. You can find a link to our logos on the last page of this resource.

If a school asks how the coach was recruited (i.e. questions around Garda Vetting etc.) you can inform them that the coach has been recruited through Hockey Ireland's Code of Ethics Recruitment and Selection Policy. If you get any further queries on this, put them in touch with Hockey Ireland on 01 716 3262.

Who is best to contact within schools?

This varies from school to school. In primary schools it tends to be the Principal you deal with in regards to any new programmes, however, in secondary schools it is usually a PE coordinator or PE teacher. Usually, it is best to call the school secretary and ask them who would be best to talk to / meet with in relation to the programme. School contact details can be found on [www.schooldays.ie](http://www schooldays.ie).



Which method of contact should we use?

It is always good to talk to someone in person or over the phone and then follow up with an email or letter. This means that arrangements are clear and also means you have a record of all correspondence. A sample introduction letter / email can be found on the last page of this resource.



How does the school officially sign up to the programme?

In order to complete the registration process, the school must fill out an online form – this only takes around 2 minutes to complete and can be done on <http://registrationt4s.questionpro.com>

3. Getting your Club ready

When planning on inviting any new member to the club, it is vital that they have a safe and enjoyable experience. Part of this is ensuring the club are up-to-date with Code of Ethics requirements, having good coaching standards within the club and making new players feel welcome.

Code of Ethics Requirements

In working with young people in hockey our first priority is their welfare and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from abuse, neglect, bullying and intimidation. Every individual in hockey should at all times, show respect and understanding for participants' rights, safety and welfare and conduct themselves in a way that reflects the principles of our sport and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport.

To support clubs in achieving this aim, there is support information available on the implementation of the Code of Ethics for Hockey for Young People. Click here to access this information on the Hockey Ireland website: <http://www.hockey.ie/codeofethics>

Coaching

Coaching standards are vital for the ongoing progression of a club and development of players. Better coaching standards in a club increase the enjoyment of players at every level and research has shown that the higher the coaching standards, the more players are retained. Included in the coaching resources below; Hockey Ireland may run centralised Stepping Stones courses (Phase 1 or Phase 2) to which Tricks 4 Sticks clubs can attend. If you wish to take us up on this offer, please email your Hockey Ireland contact know and we can arrange the delivery of the course. More information on these two courses can be found by visiting <http://www.hockey.ie/steppingstonescourses>.

It is vital that qualified coaches are used at every level. For more information on coaching, visit www.hockey.ie and click on the coaching tab. Also check out the links below to access our coaching resources.

Hooked on Fun

Coaching resource
for 6-9 year olds

Coaching Session for Boys

Introducing boys to
hockey

Hooked on Games

Resource for coaching players
at U14s and older (available to
purchase)

Equipment needs

The school coach will need approximately 25 sticks and balls to take into schools. Ideally, these would be provided for by the club, however, Hockey Ireland has a limited supply of equipment that coaches can borrow short-term. Your club may also need to borrow sticks for the 'Club Event'. If available, these can also be borrowed from Hockey Ireland on a short-term basis.

4. The 'Club Event' - linking school players to the club

It is vital for the club to keep track of who is coming from your Tricks 4 Sticks schools to become a member or to attend your club event. Not only is this a requirement of coming onto the Tricks 4 Sticks programme, however, it also helps the club have an idea of the success of the programme.

<p style="text-align: center;">Open Training Sessions</p> <p>Why not invite the new kids to come to your club and try a normal coaching session for free without the pressure of being a club member?</p> <p>For more guidelines on hosting open sessions go pg 10 of this resource</p>	<p style="text-align: center;">Open Days / Family Days</p> <p>Open days are a super idea for opening your club up to the local community, and your club members themselves. You can decide on having lots of activities (and hockey) of course at your open day.</p>
<p style="text-align: center;">Setting up Club/School Links</p> <p>We always advise clubs to come up with agreements with local schools. This can be as formal or informal as the club or school like.</p> <p>See page 10 to access our Club School Link guide. This document provides suggestions, ideas and areas for discussion.</p>	<p style="text-align: center;">Host a Blitz!</p> <p>You could bring all the schools you have been working with together for a Primary School Competition or Blitz day at your pitch.</p> <p>See our resource page for some guidelines for hosting a blitz.</p>
<p style="text-align: center;">Run a Camp</p> <p>Camps are a great way of reaching out to invite new members from schools / the community into your club environment! If your club would like to run a camp (usually over half-term, Summer or Easter) see page 10.</p>	

5. Promotion of Tricks 4 Sticks

It is really important to promote anything you're doing in your club to your members and parents; however, it's also important to promote your work to the outside world! For more information on communication and marketing read our Marketing and Communications Guide in our content page and the points below:

Hockey Ireland

Make sure you send any photos or information from your Tricks 4 Sticks programme to your contact in Hockey Ireland! We would love to promote the work your club / coaches are doing at your schools sessions or club events. Remember to always get permission from any school and parents to use photographs. For more information on the use of photography go to our content page.



Use of Social Media

Use your club social media accounts to promote your Tricks 4 Sticks programme. If you are tweeting, include @irishhockey and your local branch (@leinsterhockey1, @ulsterhockey, @munster_hockey, @connachthockey). You could also tweet to your local council or sports partnership. For more guidance on social media and how to get the most out of it see our content page.

Local Sports Partnerships / County Councils

As part of Tricks 4 Sticks you **MUST** contact your **Local Sports Partnership** to inform them that you are running the programme. They may be able to assist you in reaching out to schools and may be able to support you in your programme. To find the nearest LSP to your club click [here](#).

Local Media

It's a great idea to let the local media know what your club is doing in the community. Clubs have a great chance of getting featured in local newspapers. Local media stations can be great for building goodwill towards the club and its achievements, as well as recruiting new members. E.g. Clonakilty Hockey Club features regularly in The Southern Star newspaper. Local papers may not have the resources to report on hockey but would be hugely welcoming of concise copy and high resolution photos.



6. Hockey Ireland Reporting Requirements

Hockey Ireland must submit reports to the Irish Sports Council about their Women in Sport programme twice a year – once in June and once in November. We will **NEED** you to fill in the Club Report Form at these points to so we can feedback to the Irish Sports Council with how all programmes are progressing.

We will be in touch with you closer to the time; however, it is a good idea to have a look at what information we will require off you at these stages so you know what to gather in as you go along. Check out the Club Report Form on the next page.

7. Other Hockey Ireland Programmes

Clubmark

Clubmark is a toolkit to build stronger clubs. The aim of Clubmark is to support, recognise and reward hockey clubs that want to achieve the highest of club standards. Following successful completion, Clubmark will act as a mark of quality for participating clubs. Clubmark is for all clubs, big or small, with one thing in common – a desire to reach their full potential. For more information on Clubmark, click [here](#).

Hockey Skills Challenge

Challenge your players to get active and develop their sporting abilities with the Hockey Skills Challenge. Take on a skills circuit with an opportunity for everyone to earn a Certificate of Hockey Skill. This skills circuit is easy to run and easy to set up with resources available to support you every step of the way. Supported by the Irish Sport Council's Women In Sport, the Hockey Skills Challenge is fun, rewarding and free!

If you would like to run the Skills Challenge in your club click [HERE](#)
If you would like to run the Skills Challenge in your schools click [HERE](#)

Youth Leader Programme

The Youth Leader Programme is a 4-hour long course that introduces young people, aged between 15 and 21, to volunteering in their hockey club. The aim of the programme is to enjoy all aspects of the sport of hockey rather than concentrating on playing only. For more information on the Youth Leader programme click [here](#).

Transition Year Programme

The [TY Hockey Programme](#) is a coaching and umpiring course, with leadership skills as the underlying theme.

8. Resources

1. [Hockey Ireland Logo](#)
2. [Tricks 4 Sticks Logo](#)
3. [Women in Sport Logo](#)
4. [Club Open Coaching Session \(guidance and suggestions for running a Club Open Coaching Session as part of the Tricks 4 Sticks Programme\)](#)
5. [Sample Letter when introducing Tricks 4 Sticks to local schools](#)
6. [Hooked on Fun Coaching Resource for 6-9 year olds](#)
7. [Coaching Session for Boys \(when attending a Club Event\)](#)
8. [Guidelines for hosting a Blitz](#)
9. [Club Report Form](#)
10. [Tricks 4 Sticks School Terms and Conditions](#)
11. Information on Creating Club-School Links
12. [Marketing & Communication Guide](#)
13. [Guidelines on Use of Photography](#)
14. [Link to the full version of the Code of Ethics for Hockey for Young People](#)
15. [HSC](#)