



Boccia ✓ Club Accreditation

Accreditation Process

1.1 Introduction to Boccia ✓

Boccia ✓ is a club accreditation scheme that recognises good practice in boccia clubs. These clubs can be stand alone boccia clubs or be part of a multi-sport club set up. Boccia ✓ has two levels; Level 1 details the minimum operating standards that Boccia England expects in a good boccia club. Level 2 is designed to recognise clubs who consistently demonstrate a high level of practice in all aspects of the club.

1.2 Benefits of Boccia ✓

Boccia ✓ acts as quality assurance for current and prospective players and families/guardians. Formally addressing issues like equity and child protection gives parents confidence when choosing a club for their children. Having Boccia ✓ club accreditation places your club on the online Boccia England club finder database which will boost publicity and ultimately increase membership.

Through gaining accreditation the club is forced to adopt more organised systems and structures, thus helping them to run more effectively and efficiently. The culture that Boccia ✓ accreditation creates enhances the morale of players as the sense of belonging to something special is enhanced. The club will have the right to use the Boccia ✓ branding on any of its promotional material. The accreditation will also support any external bids for funding that may be made to external agencies by the club. Level 2 accredited clubs will receive a 10% discount on Elite Boccas Boccia Balls for the duration of their accreditation.

1.3 How to apply for Boccia ✓ accreditation

The club must first decide which level of accreditation is most applicable / attainable to them. All Boccia ✓ documentation can be found on the Boccia England website. The club must complete the registration form and begin collating evidence relating to the relevant criterion.

Once the club has compiled all required evidence it must be submitted to Boccia England. If the club does not meet the entire criterion, action points will be created via consultation with Boccia England. Accreditation is awarded subject to all sections being met satisfactorily. All applicants may be subject to an inspection without notice and Boccia England reserves the right to withdraw a club's accreditation at any time.



1.2 Process

1. *Registration* – Complete and return the registration form found online to Boccia England. Document templates available on registration*.
2. *Submission* – Collate all evidence relating to the accreditation criteria and submit to Boccia England.
3. *Accreditation* – Following the submission of all required evidence, accreditation will be awarded.



Boccia ✓ – Level 1

Development

- Must be members of Boccia England.
- The club must have members competing in or working towards competing in one or more Boccia England competition pathway. This includes the Pan Disability Boccia League, Boccia England Championships and the Lord's Taverners U19s competition. Please provide details.

Training and events programme

- The club has a minimum of one person who holds a Boccia England Regional Referees qualification and one person who holds a Boccia Leaders qualification.
- The club must meet for minimum of 12 coaching sessions per annum.
- Each coach, referee and volunteer must have current CRB disclosure.
- The club must have a minimum of one person with a Safeguarding Children certificate.
- The club must have one club staff member who holds or is working towards a Vulnerable Adults certificate.
- Must provide wheelchair access at training facility.

Duty of care and child protection

- Maintain an acceptable coach to player ratio of 1: 12.
- A minimum of one person with a recognised first aid qualification on the premises at all session times. Can be facility staff.
- Ensure adequate insurance cover is in place.
- The club sessions must have a specific risk assessment.
- Must have a duty of care document

Sports equity and ethics

- Must operate an open access policy for new members.
- The club has implemented or are working towards a 'Child and Vulnerable Adults Protection' policy.
- Must have a documented code of conduct.*
- Emergency procedure protocol.



Administration

- Access to a telephone at all sessions.
- Maintain a membership database including disability details that can be submitted to Boccia England on request.*

*Boccia England template document needs to be completed.

Evidence Required

- Constitution
- Club bank account
- Open access policy
- Duty of care
- CRB
- Safeguarding children certificate
- Code of conduct
- Membership database
- Insurance certificates



Boccia ✓ - Level 2

Clubs must currently fulfil and have evidence of every criterion in Level 1 to apply for Level 2 accreditation.

Development

- Must have links with one or more local special school, mainstream school or youth organisation involving disabled people.
- Submit Action Development Plan and review annually to maintain accreditation.
- Must show evidence of an internal biannual volunteer/parent training seminar.

Training and Events Programme

- Must have more trained volunteers than at level 1, this can be referees, young officials or leaders.
- Talented workforce members are encouraged to continue on the Boccia England coaching and officiating pathways.

Duty of Care and Child Protection

- Must have a designated welfare officer.
- The club must have a minimum of one qualified first aider at every session.
- Maintain a player to coach ratio of 8:1 at every training session.

Sports Equity and ethics

- Must have a session / sport specific risk assessment.

Administration

- Work with Boccia England on furthering the Action Development Plan, including workforce development.

Evidence required

- Action Development Plan.
- Volunteer/parent training seminar content.