

Scottish Orienteering Club Accreditation

BRONZE LEVEL



Bronze Level Criteria	Evidence All evidence should be submitted via your Regional Development Officer (RDO)	Achieved Y/NYA	Notes/Next Steps/Support
Governance			
1.1	Signed club constitution.	Submit an electronic copy of the club constitution.	
1.2	Club has a President/Chair/Captain, Secretary, Treasurer & Club Child Protection Officer **	Supply names of post-holders. CPO contact details and dates of relevant training attended.	**CPO required if club has any Junior (U18) members).
1.3	Have a bank account with 2 (unrelated) signatories.	Screen shot/photo of bank statement, with account in club name.	
1.4	Club affiliation to Scottish Orienteering & British Orienteering.	Confirm to RDO.	
1.5	<u>ALL</u> club members are affiliated to British Orienteering and/or Scottish Orienteering.	Confirm to RDO.	
1.6	Parental and Medical Consent forms are held for U18 club members taking part in club activities without a parent/guardian present.	Confirm to RDO, provide a copy of consent form used.	
Club Activities			
2.1	All events and activities are registered with British Orienteering and participation data inputted following completion.	Confirm to RDO. Detail who has access within the club to do this.	
2.2	Demonstrate that the club provides regular open (inclusive) activities for club members (6 per year) aimed at skills practice, not competition.	Provide dates of sessions, name of lead coach, number of participants and brief statement of session purpose (e.g. Attackpoints; Routechoice; Compass Bearings).	
2.3	Demonstrate that the club runs regular competitive opportunities (3 per year) for people to participate in orienteering.	Provide details (date/place) of events run in the last 12 months.	NB: Skills practice and competition may be held on the same day but must be mutually exclusive activities.
People Development			
3.1	There is (at least) 1 licenced coach at UKCC L1 (or equivalent) and 1 trained coach (min. Coaching Foundation) active within the club.	Provide a list of <u>active</u> licenced and trained coaches within club. Please refer to the reference table to equate the BOF coach levels to UKCC.	
3.2	All members doing “regulated work” are PVG Scheme members.	Refer to the guidance on Regulated work, then confirm via RDO if members that need to be are PVG checked.	
3.3	Demonstrate that the club has qualified and	Provide examples of training undertaken by (or relevant	

We welcome and encourage clubs to continue to aspire for the highest level of governance and development. For support to achieve Bronze Club Accreditation clubs should contact their Scottish Orienteering Regional Development Officer.

Scottish Orienteering Club Accreditation BRONZE LEVEL



	competent officials running events.	experience of) event officials (e.g planner/organiser/controller workshop).		
3.4	Demonstrate that all planning is done electronically* and that the club has (at least) 2 unique planners for the competitive opportunities mentioned in “Club Activities”.	Provide the names of planners and details (date/place) of events planned. Or link to website which details club events.		* Condes/PurplePen or equivalent.
3.5	Demonstrate that the club has (at least) 2 unique organisers for their events each year or 2 members having attended the SOA Organisers’ workshop	Provide the names of the organisers and details (date/place) of events organised. Or link to website which details club events.		
3.6	There are 2 active controllers (at any grade) within the club	Provide the names of the controllers and details (date/place) of events controlled. Or link to website which details club events.		
3.7	Demonstrate that the club supports development of club members.	Supply information. Examples may include: <ul style="list-style-type: none"> ▪ new members are encouraged to take on official roles or help at an event ▪ new planners paired with experienced member as mentor ▪ existing coach encouraged to undertake next level of training 		
3.8	The club arranges for Event Safety Workshops to be run when required and all event Organisers, Planners and Controllers have attended.	Provide date of most recent Event Safety Workshop and confirm (Y/N) that all members taking on official event roles have attended.		
Profile				
4.1	Have an active website or social media presence with information about the club that is easily accessible for new and current members.	Provide web address or name of Facebook/Twitter/Instagram page. Provide details on who monitors this and how they ensure that content is posted.		
4.2	Demonstrate that the club shows engagement with at least 1 of the following: <ul style="list-style-type: none"> ▪ Regular contact with Local Authority Sports Development or Active Schools Coordinators ▪ Membership of Community Sports Hub or Local Sports Council ▪ A relationship with local Schools/ Outdoor Learning/ University/Club. 	Supply details including name of contact, name of organisation/group and nature of contact/relationship e.g. organise local schools’ events with Outdoor learning group.		

We welcome and encourage clubs to continue to aspire for the highest level of governance and development. For support to achieve Bronze Club Accreditation clubs should contact their Scottish Orienteering Regional Development Officer.