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**CMO Action Plan 2017 – 2020**

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| **Aim/**  **Objective** | **Action** | **Responsible** | **Timescale** | **Resources** | **Review** |
| **Playing Programme** |  |  |  |  |  |
| To develop at least 2 more UKCC level 1 coaches and a level 2 | Identify unqualified coaches and assign a mentor to help support them over a season period. Offer opportunities to run parts of training sessions. | JH | By Summer 2018 identified players and course they can go on. | Mentors time both at training and at matches  Cost £170 | Spring 2018 |
| To encourage and finance qualified coaches to attend England Netball coaching workshops to work towards their next qualification. | Make links within CNL and SCNA to enable coaches to observe and work with umpires the level above them. | JH | Ongoing | Umpire time. Cost | December 2018 |
| To develop at least 2 more C award umpires | Identify unqualified umpires and assign a mentor to help support them over a season period.  Provide opportunities to gain experience of umpiring in ‘friendly’ Monday training sessions | JH | By Autumn 2017 players identified and names given in to CNL for course. | Mentors time both at training and at matches-cost for course £30 | Feb 2018 |
| Audit team Kit bags, files and training facilities | Collect in Kit bags each term ensuring that the first aid kits, registration cards and incident documentations are all up to date. | Team Captains | Termly | Replacement of consumables. | October 2017 |
| Review risk assessment policies | Committee to review risk assessments for the season and the effectiveness of the policy and guidelines. Amend if needed. | Committee | Autumn 2017 |  | December 2017 |
| Increase volunteer participation, particularly among the youth. | Encourage 14 year old players to overlap from junior to senior training to build relationships and encourage their coaching and umpiring skills. Make all members of the club aware of opportunities to volunteer at fundraising events. | CVO | Ongoing | Course fees | Summer 2018 |
| **Duty of Care and Safeguarding and protecting young people** |  |  |  |  |  |
| Ensure all volunteers are CRB checked | Set up a CRB register of volunteers including CRB numbers and expiry dates | CVO | June 2018  Ongoing |  | September 2018 |
| Ensure all members know CP procedures | Ensure all volunteers are given CP training to ensure they know what to do and who to turn to should they face a CP issue. Yearly review of CP policy by Committee | CVO  CSO  Committee | Ongoing | Safeguarding course | September 2018 |
| Encourage an open communication culture within the club | Introduce a ‘welcoming member’ whose responsibility to is to pick up on new members and ensure that they have someone to touch base with and ask questions to.  Ensure that all current and new members are made aware of whose who within the club. Maintain Termly newsletters and Junior Bulletins. | Welcoming member  Committee members  Club members | Sept 2017  Ongoing | Printing costs | April 2018 |
| **Club Management** |  |  |  |  |  |
| Increase funding | Work with Surrey development officer to identify initiatives for funding. | SCNA  LL | Aug 2018 |  | April 2019 |
| Maintain and develop school links | Maintain links with Howard and Benson. | JH | Jan 2018 | Coach fees | Sept 2018 |
| Ensure roles and responsibilities are up to date | Committee to review roles and responsibilities and then circulate to all members. To be agreed by all role holders. | Committee | Sept 2017 | Roles and responsibilities form. | December 2017 |
| **Volunteering** |  |  |  |  |  |
| Increase volunteer opportunities and participation | Ensure that members are aware of volunteering opportunities. Set up a register of volunteers and ensure that volunteers are thanked and rewarded for their time and input. | CVO  Club members | Sept 2017 | Volunteer rewards/thanks | December 2017 |
| Offer training opportunities for volunteers | Liaise with CSO to investigate and provide appropriate training and CRB’s if necessary. | CVO  CSO  Club members | Sept 2017 |  | Sept 2018 |
| **Recruiting and Retaining members (Sports equity)** |  |  |  |  |  |
| Encourage participation of junior and senior members from a range of socio economic backgrounds | Set up a website advertising the club and the opportunities that it provides. |  | Sept 2017 |  | April 2018 |
| Ensure that the club reflects the cultural make up of the local community | Advertise in a range of local businesses and advertising media close to training venue. | Committee | Yearly paper advert.  Ongoing leafleting | News paper advert costs-£150 | September 2018 |
| Retain top year junior members and integrate them as full adult members | To invite, when appropriate, the 13 ½ -14yrs junior players to stay and train with the adults.  To integrate these girls into Evening or Saturday league games as and when we feel that their standard is appropriate to maintain participation into adulthood. | Youth Development officer  Junior coach  Adult coach  Evening league secretary  Summer league secretary. | Ongoing as girls turn 13 ½ |  | December 2017 |
| Encourage players to reach their full potential | To encourage players to enter the appropriate trials for, Development squads, Croydon Youth team and any other team that would advance their skills and experience | Youth Development officer  Junior coach  Adult coach  Evening league secretary  Summer league secretary. | Ongoing as girls turn 13 ½ |  | December 2017 |
| Recruit adult members who have not played in a while. | Set up a back to netball team run on a week night at a small cost. When appropriate invite them to play in the evening league. Use players from within the club to help with coaching and umpiring. | JH  LL | Sept 2017 | Hiring the courts  Entry into evening league | December 2018 |
| **Social Matters** |  |  |  |  |  |
| Increase clubs profile in the local community  Recruit and retain players through social events. | Continue to organise social events; quiz, mixed rally, summer BBQ. Invite friends, family and local residents. Advertise at events. Use at least one social event a year to support a local charity. | Committee  Club members | Ongoing | Venue hire  Tickets  Consumables | September 2018 |
| Encourage Social secretaries to arrange more social events including fundraising events, xmas socials and end of season events. | Organise silent disco | Sub Committee | Ongoing | Cost to hire venue, photographer, DJ | Sept 2017 |