

PRE-COACH TRAINING DAY

- Can be delivered as a training session, online or as a group visit(s) by a Regional or County Coach or Coach Developer
- Prospective Coach information form to be completed and sent to Regional/County Coach/Coach Developer prior to attending the training
- Day or session to be run with no more than six prospective coaches
- The day can be run in a flexible way to suit the venue /prospective coaches

Time	Subject	Activity	Resources
10 minutes	Introductions, Health & Safety	Introduce yourself, run through any health and safety matters. Go around the room and ask prospective coaches to introduce themselves and say where they are from and how long they have been volunteering at the group. Get a little insight in to their background.	
15 minutes	What is coaching? Roles and Responsibilities Coaching Skills	Show a few short coaching phrases or a short video on what coaching actually is. Go through the roles and responsibilities of being a good coach	PowerPoint
30 minutes	Learning Styles	Go through the different learning styles one by one. What they mean and how they are used, showing examples. Coaches to complete the quiz on different learning styles.	PowerPoint Questionnaire
40 minutes	Session Planning & Risk Assessments	Risk Assessments: What is a risk assessment? How to complete a risk assessment? Looking out for risks? Task: Show a picture of a yard / arena with risks on it. Coaches to complete the risk assessment. This can be carried out in a practical way if easier. Session Planning: Why should we complete a lesson plan? How to complete a lesson plan? Ask them to start practising completing lesson plans for the sessions they are assisting with, when back at their group – put them in their passport as evidence of training.	Blank Copies of Risk Assessments Picture of yard/arena Blank Session plans
30 minutes	Technical Instruction	Look at pictures of basic positions and go through them, explaining what is good and bad in all the pictures. Go through the basic aids for halting, walking, holding the reins, changing the rein, starting to learn to trot, circles and serpentine.	Pictures of basic positions
15 minutes	Scenarios of what might happen	Go through some different scenarios and discuss how you would deal with these.	Suggest scenarios – rider won't get on, hat fitting, rider not completed application form, not enough volunteers
40 minutes	What happens next	Fill in the registration form with the coach and send in to National Office who will record their details on the website and send out their passport. Explain what the next steps are and how they record their learnings going forward. Give each coach a copy of the assessment criteria (coach and equine) at coach certificate. Each Coach in Training to have detailed development plan	Passports Template development plans