

YCS Outdoor Education Programme

Main Road
Filby
Great Yarmouth
Norfolk
NR29 3AA



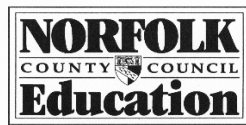
Phone: 01493 368129

Fax: 01493 369840



Email: ycs.oep.edu@norfolk.gov.uk

Website: www.nycsoutdoorededucation.co.uk



Director of Education: Dr Bryan Slater

If you would like this brochure in large print, audio, Braille, alternative format or in a different language please contact the YCS Outdoor Education Programme on 01493 368129 and we will do our best to help.

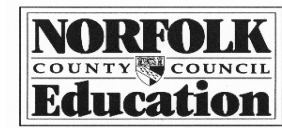


Youth and Community Service Outdoor Education Programme

**Coaching Courses and
Instructor Endorsements**
April 2002 - March 2003



Sailing, Canoeing, Kayaking, Climbing, Walking,
Archery, Orienteering, Mountain Biking, Camping,
Problem Solving, Raft Building



Director of Education: Dr Bryan Slater

Youth & Community Service Outdoor Education Programme

Welcome to the Coaching Courses & Instructor Endorsements Brochure 2002-2003. These courses are available to all and tailored for working with groups of young people as well as adults.

This year we are providing a range of land and water based qualifications at national and local levels for activities available in and out of Norfolk.

The coaching courses listed will require a minimum level of personal proficiency, in addition to certain other pre-requisites. These normally include current first aid certificate at the appropriate level and membership of the National Governing Body for national awards. Please contact the relevant Awarding Body for full details of the award, syllabus and training/assessment courses.

Some pre-requisites can be gained through our programme of individual courses – details of these are detailed in the Individual Courses Brochure 2002-2003. (see page 21)



3. Joining Instructions

Prior to the commencement of the course you will receive joining instructions detailing course payment, course registration, personal equipment required, course content where applicable and travel directions to our centres.

4. Payment

Please do not send any money with your booking form. When you receive your joining instructions prior to the commencement of the course it will include your invoice. Follow the explained payment procedure detailed on the reverse side. Any queries regarding details/payment of invoice please contact the YCS Outdoor Education Programme Office.

5. Cancellations

Course Cancellation

We reserve the right to cancel courses due to:

- a) insufficient demand if this is the case you will receive notification up to 2 weeks before course commencement. Any money paid will result in a full refund.
- b) algal blooms, extreme weather conditions and other operational circumstances. Monies already paid will be refundable pro rata.

Individual Cancellation

We only accept written cancellations received with more than 2 working weeks notice whereby you will receive a refund of the fee in full. However, less than 2 weeks notice will result in no refund of the fee.

Where courses run over a number of dates if you are unable to attend or are unwell we regret that there will be no reduction or refund to the advertised fee.

Booking Information

1. Placing a Booking

Forms

An individual course booking form is included in this brochure. Complete the form fully front and reverse and sign. Please note that it is one form per applicant and extra forms can be printed off our website or photocopied. Forward your booking form(s) to us by post or fax, remember if you fax that the form is double sided. Bookings must be received with a minimum of 2 weeks before course commencement.

Telephone Enquiries

You are more than welcome to enquire about course details and booking availability. Please note that we are unable to reserve places on courses without a signed and completed booking form.

2. Booking Confirmation

Confirmation

On receipt of your booking you will receive a booking confirmation letter detailing the course applied for.

Course Full

If the course applied for is full you will receive a letter to this effect. Please contact the YCS Outdoor Education Programme office to arrange a course transfer.

Contents

National Qualifications & Awards

Sailing	4
Canoeing & Kayaking	6
Mountain Activities	9
Sports Leader Awards	13
Archery	14
Mountain Biking	15
Orienteering	16

Local Education Authority Awards

Climbing Wall	18
Abseil Tower	19
Camping	19
Problem Solving	20
Improvised Raft Building	20

Other Information

Individual Courses & Group Bookings	21
Clubs	22
Equipment Hire	24
National Governing Body Contacts	25

<u>Booking Information</u>	26
----------------------------	----

Sailing



The Royal Yachting Association (RYA) is the national governing body for all sailing, windsurfing and powerboating activities.

The Dinghy Instructor Award is for those who are competent sailors who would like to become involved in the RYA coaching scheme at a RYA recognised school or club teaching dinghy sailing.

Before attending the Dinghy Instructor Course candidates must have/be:

- Minimum age of 16
- National Powerboat Certificate (level 2)
- First Aid Certificate (minimum 7 hours)
- Sailing ability equivalent to the old Level 5 standard
- Attended a Pre -Entry sailing assessment

For full details of the award and pre-requisites contact the Royal Yachting Association (see page 25).

Contacts

Royal Yachting Association

RYA House, Romsey Road, Eastleigh, Hampshire. SO50 9YA. Tel: 0238 0627400. www.rya.org.uk

British Canoe Union

John Dudderidge House, Adbolton Lane, West Bridgford. NG2 5AS. Tel: 0115 9821100.

Mountain Leader Training Board

Siabod Cottage, Capel Curig, Conwy LL24 OET.
Tel: 01690 720314. www.mltb.org

British Sport Trust/CCPR

Francis House, Francis Street, London. SW1P 1DE. Tel: 0207 8283163. www.thebritishsportstrust.org.uk

Grand National Archery Society

Lilleshall National Sports Centre, Nr Newport, Shropshire, T410 9AT. Tel: 01952 677888. www.gnas.org

Mountain-Bike Instructor Award Scheme

Alan Nash, Secretary, 7 Cole Valley Road, Hall Green, Birmingham, B28 0DD. Tel: 07721 628114

British Orienteering Federation

Riversdale, Dale Road North, Darley Dale, Matlock, DE4 2HX. Tel: 01629 734042

Duke of Edinburgh's Award,

Norfolk County Award Office, Costessey Youth and Community Centre, 38 Breckland Road, Costessey, Norwich. NR5 9RW. Tel: 01603 744888

Equipment Hire

Pay & Play

Whitlingham Broad offers a pay and play scheme allowing the opportunity to hire craft by the hour including canoes, windsurfers and sailing dinghies during certain operational times. Final decision rests with the Senior Instructor in charge regarding availability, prevailing weather conditions and equipment.

Opening Times: 13:00-17:00

Easter: Good Friday 29th Mar - Sunday 7th Apr

Whitsun: Monday 3rd Jun - Friday 7th Jun

Weekends: Saturday 4th May - Sunday 8th Sept

YCS Outdoor Education Equipment Hire

We hold a range of outdoor activity equipment available for hire to qualified instructors for group use. For further information and a booking pack please contact the Outdoor Education Programme office.

YCS Equipment Loan

The Youth and Community Service operates a part-time equipment store, holding a range of camping equipment. This is available to youth and community groups listed on the Youth & Community Service schedule. For further details please contact Alan Alderton at the Duke of Edinburgh's Award Office (see page 25).

Pre-Entry Assessment

To be accepted for training at instructor level all candidates have to pass a practical test conducted by an RYA Coach/Assessor, not more than one year before instructor training. (Free if part of Instructor course).

Course	Dates	£60 One day 10:00 - 16:00	Course	Dates
PEA1	March 2		PEA3	Sept 21
PEA2	March 3	PEA4	Sept 22	

VENUE: YCS Outdoor Education Centre—Filby

PRE REQS: RYA Level 5 or equivalent skills and experience

Dinghy Instructor

An intensive training course which leads to an assessment. It also combines the opportunity of Racing Instructor endorsement for those with the appropriate personal experience. Also includes a free Pre-Entry Ass.

Course ref	Dates	£225 Seven Days 10:00 -16:00
DI1	April 1-7	
DI2	October 21-27	

VENUE: YCS Outdoor Education Centre—Filby

PRE REQS:

- RYA Pre Entry Assessment (included in course fee, see above for dates)
- RYA Level 2 Powerboat
- First aid

Canoeing & Kayaking



The British Canoe Union (BCU) is the national governing body for all canoeing and kayaking activities commonly referred to as paddlesport, and runs a coaching programme across all disciplines and at all levels.

For all coaching courses candidates must register and obtain the appropriate "C1" and "C2" registration forms before attending any training or assessment course.

For Level 2 and 3 coach the award scheme procedure consists of 4 stages.

1. Central registration (C1/C2 forms)
2. Training course
3. Consolidation period of personal skills and group management
4. Assessment course

Candidates must have registered and bring with them originals of stamped C1 and C2 registration forms, originals of all relevant qualifications (including first aid and BCU Membership) and up to date logbook. If candidates do not have all the paperwork required their training and assessment will be invalid.

Please allow sufficient time for the registration process. For further details of the coaching award scheme and to register please contact the BCU (see page 25).

Eagle Canoe Club (ECC)

ECC meets regularly at YCS Eagle Canoe Centre on the River Wensum on Wednesday evenings and organises various paddling trips on Sundays and some weekends away. To find out more or to enrol as a member come to the Centre any Wednesday night at 18:30 from 3rd April 2002 onwards or send a stamped addressed envelope to: Christine Wright, 64, Alford Grove, Sprowston, Norwich, NR7 8XA.

Norfolk Schools Sailing Association (NSSA)

NSSA runs a programme of courses at YCS Outdoor Education Centre on Filby Broad. They are geared to all who want to sail from complete beginners to those who want to brush up their skills and those who would like to enter the instructor system and help others gain from the sport. For further details on membership please send a stamped addressed envelope to the membership secretary: Mike Brown, Turnpike Farm, Shadingfield, Beccles, NR34 8DF. Visit our website at: www.nssa.co.uk or email: info@nssa.info

Duke of Edinburgh's Award Scheme

The Duke of Edinburgh's Award Scheme offers opportunities for enjoyment, excitement and new experiences for all young people. For further information contact the Norfolk County Award Office (See page 25).

Clubs

YCS Outdoor Education Programme Youth Club

The youth club is based at Filby Broad and is available to young people aged 13-19 yrs. We run sessions Feb-Apr on Saturday mornings, May-Sept Tuesday evenings and revert back to Saturdays Mid Sept-Dec (as we run out of daylight). Each session costs £2 collected when you arrive. The club provides the opportunity for participation and development in a range of watersports (whatever your ability) in a safe environment with qualified instructors. The club is a great place to try something new, work towards accreditation awards or just to get outside and spend some social time out/in the water!! For more details contact the YCS Outdoor Education Programme office.

YCS Climbing Club

The club is open to young people who have attended a climbing course at the UEA, or elsewhere. We meet at the UEA Sportspark on a Sunday morning 9:00 - 11:00, the cost is £4.00 per session which includes equipment and qualified supervision. (The club subs are invoiced half termly, in arrears). The club provides a safe venue where young people can meet to practice indoor climbing skills and to spend time with their friends. The club arranges visits to other local venues as well as residential (camping and bunkhouse) courses in other UK climbing venues. We have negotiated discounts at local shops-Norwich Camping, Venturesport, Outdoors and Blacks on production of a valid membership card. For more details contact the YCS Outdoor Education Programme office.

Level 2 Coach Award

Nationally recognised qualification for those wishing to introduce others to canoeing on simple waters only in general purpose kayaks, open cockpit canoes or kayaks.

Training

Discipline	Course	Dates	£80
Kayak	L2T1	May 17-19	Fri eve—Sun 18:00-16:00
Canoe	L2T2	May 24-26	

VENUE: YCS Outdoor Education Centre—Eagle/Filby

PRE REQS:

- 3 Star and canoe safety test in relevant discipline
- First aid
- C1 & C2 registration (available from BCU) and comprehensive BCU membership

Assessment

Discipline	Course	Dates	£40
Kayak	L2A1	Sept 7	1 day 10:00—16:00
Canoe	L2A2	Sept 8	

VENUE: YCS Outdoor Education Centre—Eagle

PRE REQS:

- Level 2 training,
- BCU comprehensive membership
- First aid
- **Minimum** of 20 hours logged teaching experience

Level 3 Coach Award

This is the correct grade for a person to be in charge of canoeing activities for a club or school which includes expedition in the relevant discipline to a specified level:

Kayak - Inland waters up to grade II

Canoe - Inland waters up to grade II

Sea Kayak - Coastal and tidal journeys on simple shorelines.

These courses are run out of county and prices include:

- Transport
- B & B accommodation
- Coaching but does not include equipment.

* It does not include personal equipment

Discipline	Course	Dates	£175 Fri eve-Sun Eve Times TBA
Kayak	L3TK	Mar 8-10	
Canoe	L3TC	Mar 15-17	
Sea	L3TS	Sept 20-22	

VENUE: Mid/North Wales

PRE REQS:

- BCU Level 2 coach in same discipline
- Minimum 8 hour first aid
- C1 & C2 registration (available from BCU)
- Comprehensive BCU membership
- Appropriate 4 Star test and logbook

Other Information

Individual Courses

We provide a range of individual taster and award bearing courses throughout the year at our YCS Outdoor Education Centres and other venues. For further information and an Individual Courses Brochure please contact the YCS Outdoor Education Programme Office.

Group Bookings

We provide activities for groups of all sizes and abilities through a range of activities at our YCS Outdoor Education Centres and other venues. This includes everything from a one off taster session through to accreditation courses and multi activity programmes. For further information and a Group Bookings Brochure please contact the YCS Outdoor Education Programme Office.

Problem Solving Supervisors Award

Training course to run and organise group problem solving and team building activities using a variety of low technology equipment. Activities are fun, fast and flexible to incorporate into any group setting.

Course ref	Dates	£40 One Day 10:00-16:00
PS1	May 23	
PS2	Jun 27	
PS3	Sept 19	

VENUE: YCS Outdoor Education Centre—Eagle

PRE REQS:

- Personal experience is desirable but not essential
- First Aid Certificate

Raft Building Supervisors Award

Training course to organise and run improvised raft building sessions in a fun and safe framework.

Course ref	Dates	£40 One Day 10:00-16:00
RB1	April 27	
RB2	June 15	

VENUE: YCS Outdoor Education Centre—Filby

PRE REQS: (To complete the award)

- BCU 2 Star Open Canoe,
- BCU Canoe Safety Test
- First Aid
- RYA Level 2 Powerboat

Mountain Activities

The **Mountain Leader Training Board (MLTB)**, together with other home nation training Boards, is the awarding body for the Single Pitch Award (SPA), the Walking Group Leader Award (WGL) and the Mountain Leader Award (ML). These awards provide training and assessment for those who lead others on the mountains and crags of the UK.

All MLTB awards consist of 4 stages:

- 1) Registration, BMC membership, personal experience
- 2) Training Course
- 3) Consolidation period of personal skills and group management
- 4) Assessment Course

The exact award requirements and syllabus are available direct from the MLTB. (See page 25)

These courses are delivered out of county by MLTB approved providers. Prices include the following:

- Accommodation
 - Transport
 - Food
 - Coaching
- * It does not include personal equipment

Single Pitch Award (SPA)

The SPA is the only recognised award that enables holders to supervise novices on single pitch crags and climbing walls. The award provides training and assessment on how to organise and supervise safe, effective and enjoyable sessions for relative novices on single pitch crags both in and out of doors.

Training

Course ref	Dates	£130 inclusive (see page 9) Fri Eve-Sun, Times TBA
SPAT	May 10-12	

VENUE: North Wales

PRE REQS:

- Registration with MLTB and BMC membership
- Personal climbing experience for a minimum of 12 months.
- Lead climbed at least 15 graded routes outdoors

Assessment

Course ref	Dates	£130 inclusive (see page 9) Fri Eve-Sun, Times TBA
SPAA	Sept 13-15	

VENUE: North Wales

PRE REQS:

- Completed SPA training course
- Satisfied the consolidation requirements
- Current first aid certificate

Abseil Tower Supervisors Award

Training and assessment for introducing groups to the fun and unique activity of abseiling using purpose built abseil towers.

Course ref	Dates	£30 Two half day sessions 09:30-13:00
AT1	May 25, Jun 22	
AT2	Sept 14, Oct 12	
AT3	Mar 15, Apr 5 2003	

VENUE: Hautbois House

PRE REQS:

- Personal experience is desirable but not essential
- First Aid Certificate (before assessment)

Camping Supervisors Award

Training for when taking groups camping and introducing them to the great outdoors. Involves an overnight camp.

Course ref	Dates	£50 Fri Eve-Sat 18:00-16:00
CA1	May 17, 18	

VENUE: Holt Hall

PRE REQS:

- Personal experience is desirable but not essential
- First Aid Certificate

Climbing Wall Supervisors Award

Training and assessment for introducing groups to the exciting and popular sport of climbing on purpose built climbing walls. The award consists of two training sessions at different venues with one assessment session. The sessions are planned to allow time for candidates to practice personal skills and to observe/assist in group management before assessment.

Course ref	Dates	£40 Three half day sessions 09:30- 13:00
CW1 *	Feb 3, Mar 24	
CW2	Jun 9, 30 Jul 14	
CW3	Sept 15, Oct 13, Nov 17	
CW4	Feb 2, Mar 16, Apr 20 2003	

* Course CW1 runs over two sessions only.

VENUE: UEA Sportspark / Wymondham Leisure Centre

PRE REQS:

- Personal experience of climbing walls is desirable but not essential
- First Aid Certificate (before assessment)

Walking Group Leader Award (WGL)

A new award for leaders of walking groups in non-mountainous terrain, known variously as upland, moor, bog, hill, fell or down. Such areas are often subject to extreme weather conditions and require an element of self-sufficiency. The scheme seeks to develop the skills necessary to lead walking groups in these areas.

This award covers the skills, leadership and group management issues needed for leading parties of novices on open countryside, easy hills and moors.

Leaders seeking to take groups into mountainous terrain should register for the Mountain Leader Award, although the Walking Group Leader Award can be a valuable stepping stone for those wishing to progress to the ML scheme.

Training

Course ref	Dates	£150 inclusive (see pg 9) Sat-Mon (Sat, Sun Eve) Times TBA
WGLT	Jun 1-3	

VENUE: Mid Wales

PRE REQS:

- Registration with MLTB & BMC membership
- At least 12 months experience of hillwalking
- Logged at least 20 days hillwalking

Mountain Leader Award (ML)

The mountains of the United Kingdom are remote, technical and exposed to harsh and unpredictable weather. This makes them a hazardous place for a group of novice mountain walkers unless they have the benefit of a well trained and experienced leader.

The Mountain Leader Award (summer) qualifies the candidate to lead a group of hillwalkers anywhere in the British Isles under summer conditions.

During Mountain Leader Award courses you will develop the group management skills, the ability to navigate in all conditions, gain an understanding of how to deal with mountain hazards and increase your awareness of environmental issues.

Training

Course ref	Dates	£350 inclusive (see pg 9) 7 Days Times TBA
MLT	April 7-13	

VENUE: Mid Wales

PRE REQS:

- Registration with MLTB & BMC membership
- At least 12 months experience of hillwalking
- Logged at least 20 days hillwalking

Local Education Authority



Norfolk County Council—Education Department has developed a series of Local Education Authority (LEA) Awards for teachers, youth workers and voluntary group leaders to supervise young people in a variety of activities. These awards are only valid for Norfolk but through their training and assessment (where applicable) provide a stepping stone to national qualifications and awards.

All candidates are provided with a logbook in which to record personal and group experience thus providing valuable information to any employer/organisation.

Currently there are five separate awards as part of this scheme, all awards consist of an A5 loose leaf logbook which can all be filed in the one folder.

The five awards are:

- Climbing Wall Supervisors Award
- Abseil Tower Supervisors Award
- Camping Supervisors Award
- Problem Solving Supervisors Award
- Improvised Raft Building Supervisors Award

All LEA awards are available to those aged 16+, however, young people are unable to supervise groups alone until they are 18.

Orienteering

The British Orienteering Federation (BOF) is the national governing body for the sport of orienteering. For full details of the coaching scheme please contact BOF direct (see page 25).

Teacher/Leader Certificate

For Teachers/Leaders who want to teach orienteering within the confines of a safe controlled site e.g. school grounds.

Course ref	Dates	£60
BOF1	April 13	One Day
BOF2	June 29	09:00-16:00

VENUE: Holt Hall

PRE REQS: Attended an event within last 12 months

Instructor Award

Teachers and orienteers who want to introduce groups to orienteering in local parks and woodlands and take them to local events.

Course ref	Dates	£150
BOF3	Jul 6-7	2 days, Times TBA

VENUE: Holt Hall

PRE REQS:

- Club member
- Attended an event within last 12 months

Sports Leader Awards

The Sports Leader Awards are national qualifications for developing leadership through community sport. Devised by the Central Council of Physical Recreation (CCPR) and administered by the British Sports Trust they consist of a range of individual awards.

Basic Expedition Leader Award (BELA)

The award is for voluntary youth workers, youth and community workers, teachers and all members of the community whose ages are over 18 and of varying backgrounds, who wish to:

- Train people in the basic skills involved in journeying on foot in the British Isles during the summer months.
- Lead parties or groups in lowland country in United Kingdom. (below 450 m) including day journey parties.
- Organise base and standing camps.

Course	Dates	£200
BELA1	Feb 27 (eve) Mar 15-17 April 19-21 May 10-12 Sept 25 (eve)	2 evenings and 3 weekends Time TBA
BELA2	Sept 11 (eve) Oct 4-6 Nov 1-3 Feb 28-Mar 2 & Sept 10 (eve) 2003	

VENUE: Various venues within Norfolk

PRE REQS:

- No formal requirements. An interest in the outdoors and leadership.

Archery

The Grand National Archery Society (GNAS) is the national governing body for archery. For full details of the coaching scheme please contact GNAS direct (see page 25).

Archery Leaders Award

Training and Assessment for those who wish to lead introductory archery sessions in controlled environments. It is the recognised entry qualification for outdoor centres, clubs and voluntary organisations.

Course	Dates	
GNAS1	June 15-16 June 22-23 July 6	£250 Sat-Sun Training Sat Assessment

VENUE: Holt Hall

PRE REQS:

- Some experience of archery although a high level of expertise is not required

Mountain Biking

The Mountain-Bike Instructors' Award Scheme (MIAS) provides training and assessment in the technical and group management skills required to lead groups in a variety of off-road environments in the United Kingdom other than in winter conditions. The scheme offers a range of levels from country parks to mountainous terrain. Please contact MIAS for full details of the award scheme (see page 25).

Level 1 Training

For people wishing to lead groups in country parks within city areas, canal towpaths, and non-wilderness off-road rides where help is almost immediately accessible.

Course ref	Dates	
MIAS 1	Mar 8-10	£125 Fri Eve-Sun Times TBA
MIAS 2	Nov 8-10	

VENUE: YCS Outdoor Education Centre—Eagle

PRE REQS:

- Some mountain bike riding experience, although a high level of expertise is not required.