

Dear

**FA Level 2 (UEFA B Part 1) Certificate in Coaching Football**  
**Course Ref: L2CCFMAY2010**

Thank you very much for your interest in football coaching courses offered by the Herefordshire Football Association, in particular the F.A. Level 2 Certificate in Coaching Football (UEFA B Pt 1).

**The initial week of training course dates are as follows:**

|   |                                     |                               |                        |
|---|-------------------------------------|-------------------------------|------------------------|
| <b>MAY 2010<br/>INITIAL<br/>TRAINING<br/>WEEKENDS</b> | <b>Saturday 15<sup>th</sup> May</b> | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |
|   | <b>Sunday 16<sup>th</sup> May</b>   | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |
|   | <b>Saturday 22<sup>nd</sup> May</b> | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |
|   | <b>Sunday 23<sup>rd</sup> May</b>   | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |
|   | <b>Saturday 29<sup>th</sup> May</b> | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |
|   | <b>Sunday 30<sup>th</sup> May</b>   | <b>Theory &amp; Practical</b> | <b>9.00am – 5.00pm</b> |

The week of training detailed above will be followed by further training sessions leading to assessment no sooner than October 2010. These additional dates will be agreed during the initial training week.

The cost of the course and **\*scheduled assessment\*** is **£200.00** per person for participants attached to and working with Herefordshire FA Charter Standard Schools Clubs. The course cost for participants not attached to a FA Charter Standard Club is **£220.00**. **BURSARIES MAY BE AVAILABLE TO ASSIST WITH COURSE COSTS.**

**\*PLEASE BE AWARE THAT SHOULD YOU NOT ATTEND THE SCHEDULED EXTERNAL ASSESSMENT DAYS FOR WHATEVER REASON YOU WILL BE REQUIRED TO PAY A FURTHER CHARGE OF £50.00 TO ATTEND AN ALTERNATIVE EXTERNAL ASSESSMENT WHETHER THAT IS IN HEREFORDSHIRE OR ELSEWHERE.**

**DUE TO THE PRACTICAL NATURE OF THE COURSE A GOOD LEVEL OF FITNESS WILL BE REQUIRED**

APPLICATION DEADLINE: **FRIDAY, 9<sup>TH</sup> APRIL 2010**

**PLEASE NOTE** This course will only be registered with the F.A. and go ahead if there is a minimum of 18 completed applications including full course fees received by the application deadline. There will be no refunds given unless the course is cancelled by the H.F.A.

Candidates are expected to have completed the **FA Safeguarding Children In Football** workshop (formerly FA Child Protection & Best Practice) and the **FA Emergency Aid** workshop or equivalent either before the course of training or before the final assessment. The cost of these workshops is not included in the Level 2 course cost. Candidates are also expected to complete all necessary course tasks prior to the final assessment. The Herefordshire FA will not provide an alternative final assessment opportunity for candidates who do not attend on the agreed final assessment dates. A re-assessment opportunity for candidates will be organised for those who were unsuccessful.

**Course Venue:** Holme Lacy College, Holme Lacy, Hereford, HR2 6LL.

I have enclosed details of the course structure and application form.

**YOU CAN NOW APPLY ONLINE BY VISITING**

<http://eventspace.thefa.com/herefordshirefa/LEVEL2CCFMAY2010>

I look forward to hearing from you.

Yours in Sport,

**Paul**

Paul Carpenter  
Football Development



County Ground Offices  
Widemarsh Common  
Hereford HR4 9NA

PRESIDENT  
Sir Colin Shepherd

CHAIRMAN  
W.E. Shorten

CHIEF EXECUTIVE  
J.S. Lambert

**FA LEVEL 2 (UEFA B PART 1) CERTIFICATE IN COACHING FOOTBALL**  
**COURSE REF: L2CCFMAY2010**

**COURSE OUTLINE**  
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**For Whom?**

Anybody over 16 years of age with regular practical experience of participation in football.

Candidates should have observed qualified and experienced coaches working with adults and children

**Resources:**

- FA Candidate Pack (CP)
- FA Handbook (HB)
- DVD - 4 corners
- DVD - The new approach to coaching
- Unit summary and task sheets
- Course Programme

**Course of Learning:**

Will be conducted by the Course Tutor (Coach Educator/Internal Assessor)

**Theory:**

This will be detailed in the course programme when your course place is confirmed.

**Practical:**

The practical sessions will cover:

- Technique Practices
- Skills practices
- Small sided games (4v4)

You will play in the sessions and also have the opportunity to coach your colleagues which will allow your Course Tutor to feedback to individuals and the group to enable you to identify strengths and weaknesses and then design personal action plans.

**FA Safeguarding Children in Football:**

You must provide evidence of attending this course and have an in-date certificate (must be the FA's course). If you need to sign up for a course please contact Paul Carpenter on 01432 342179 email [paul.carpenter@herefordshirefa.com](mailto:paul.carpenter@herefordshirefa.com)

**FA Emergency Aid:**

You must provide evidence of attending this course and have an in-date certificate. This can be The FA's course, St. Johns Ambulance or Red Cross. If you need to sign up for a course please contact Paul Carpenter on 01432 342179 email [paul.carpenter@herefordshirefa.com](mailto:paul.carpenter@herefordshirefa.com)

**Distance Learning:**

You will be required to do the following homework:

Complete the course tasks and formulate your Candidate Pack for Assessment.

Conduct a minimum of 16 hours of verified coaching, supported by session plans and evaluations.

Work to your Action Plan as discussed with your Course Tutor.

Candidates can now achieve the Laws of the game certificate by working their way through the FA Learning On-Line Laws of the Game Course. Access is via the FA website: [www.thefa.com/TheFA/FAlearning](http://www.thefa.com/TheFA/FAlearning)  
After successfully completing the course, please remember to download the screen certificate or for a small fee purchase the certificate from FA Learning.

**Support Sessions:**

In between the course of learning and the final assessment you will need to attend support sessions which will focus on practical and theory issues in order to assist you in preparation for your final assessment.

**Final Assessment:**

You will need to submit your completed candidate pack for assessment three weeks prior to the assessment date. The Tutor will assess the pack (Independent Assessor).

You will receive your final assessment topics and you will then meet with the Assessor to discuss your pack and any questions you have regarding your topics.

**Practical:**

You will be required to attend two full days where you will need to plan and deliver:

- A technique session which will follow into a skill session
- A small sided game (4 v 4)

**Theory/Oral Interview:** Once all the coaching sessions have been completed, candidates will have personal interviews with the External Assessor who will inform you of the final decision and discuss your action plan to develop



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# Course Application Form and Coaching Profile Part 1 (Not to be used for referee courses)



**YOU CAN NOW APPLY ONLINE**

<http://eventspace.thefa.com/herefordshirefa/LEVEL2CCFMAY2010>

Course Title: **FA Level 2 Certificate In Coaching Football**  
 Course Start Date: **SATURDAY 15<sup>TH</sup> MAY 2010**  
 Application Deadline: **FRIDAY 9<sup>TH</sup> APRIL 2010**

Please complete all sections in **BLOCK CAPITALS**. This information will be used to register you as a course participant with the awarding body 1st4sport Qualifications and to enable us to prepare for the delivery of the course when your application for a course place has been confirmed.

\*Mandatory information.

## Core Information

|   |               |                           |                           |
|---|---------------|---------------------------|---------------------------|
| First name*   |               | Title                     |                           |
| Surname*  |               |                           |                           |
| Gender*   | Male / Female | Date of Birth*            | Age*                      |
| Full Postal Address*  |               |                           |                           |
| Postcode*   |               | Contact Telephone No.*    | Home:<br>Work:<br>Mobile: |
| Email   |               | National Insurance Number |                           |
| Name of club, school or organisation you are with?                      |               |                           |                           |
| Has your club, school or organisation achieved the FA Charter Standard? |               |                           | Yes / No                  |

|  |  |
|--|--|
| Brief CV of Coaching History and other coaching awards held  |  |
| CV summary of other relevant awards held<br><i>Teacher/other sport coaching awards/Unit D32/D33/A1 etc</i> |  |
| Your Occupation  |  |

## Course Details

|  |   |                        |                 |
|--|---|------------------------|-----------------|
| Course applied for*  | FA Level 2 Certificate In Coaching Football |                        |                 |
| Course Start date*   | <b>SATURDAY 15<sup>TH</sup> MAY 2010</b>    | Course fee enclosed**  | £ 200* / £220** |
| Please make cheques payable to <b>Herefordshire Football Association Limited</b>                                     |   |                        |                 |
| Course Venue(s)*   | Holme Lacy College/HFA                      | VAT Registered?        | Yes / No*       |
| <b>Please include below your preferred FA Emergency Aid Workshop date if applying for a FA Level 1 course place.</b> |   |                        |                 |
| <b>Workshop 1: N/A</b>   |   | <b>Workshop 2: N/A</b> |                 |

\*This is the discounted course cost if you are attached to a Herefordshire FA Charter Standard club. Please ensure that you tell us which Herefordshire FA Charter Standard club you are attached to.

\*\* This is the course cost if you are not attached to a Herefordshire FA Charter Standard club.

# Course Application Form and Coaching Profile Part 2

## Additional Personal Details



### Ethnicity\*

I would describe my ethnic origin as:

|                           |                          |                                 |                          |                    |                          |
|---------------------------|--------------------------|---------------------------------|--------------------------|--------------------|--------------------------|
| Asian British Bangladeshi | <input type="checkbox"/> | Indian                          | <input type="checkbox"/> | Other white        | <input type="checkbox"/> |
| Asian British Indian      | <input type="checkbox"/> | Mixed White and Asian           | <input type="checkbox"/> | Pakistani          | <input type="checkbox"/> |
| Asian British Pakistani   | <input type="checkbox"/> | Mixed White and Black African   | <input type="checkbox"/> | Prefer not to say  | <input type="checkbox"/> |
| Bangladeshi               | <input type="checkbox"/> | Mixed White and Black Caribbean | <input type="checkbox"/> | White British      | <input type="checkbox"/> |
| Black African             | <input type="checkbox"/> | Other                           | <input type="checkbox"/> | White European     | <input type="checkbox"/> |
| Black British             | <input type="checkbox"/> | Other Asian                     | <input type="checkbox"/> | White Irish        | <input type="checkbox"/> |
| Black Caribbean           | <input type="checkbox"/> | Other Black                     | <input type="checkbox"/> | White Non European | <input type="checkbox"/> |
| Chinese                   | <input type="checkbox"/> | Other Mixed Background          | <input type="checkbox"/> |                    |                          |

### Disability

Do you consider yourself to have a disability?

|                   |
|-------------------|
| Yes               |
| No                |
| Prefer not to say |

If yes, what is the nature of your disability?

|          |                          |          |                          |          |                          |                   |                          |
|----------|--------------------------|----------|--------------------------|----------|--------------------------|-------------------|--------------------------|
| Hearing  | <input type="checkbox"/> | Multiple | <input type="checkbox"/> | Mobility | <input type="checkbox"/> | Other             | <input type="checkbox"/> |
| Learning | <input type="checkbox"/> | Visual   | <input type="checkbox"/> | Physical | <input type="checkbox"/> | Prefer not to say | <input type="checkbox"/> |

### Declaration\*

|   |           |
|---|-----------|
| I hold a current recognised <b>Emergency First Aid Certificate</b>  | Yes / No* |
| I hold a current <b>FA Safeguarding Children In Football/FA Child Protection workshop attendance certificate</b>  | Yes / No* |
| I understand that the course I am applying for will require me to participate as a coach and player and I confirm that I am physically prepared to participate.   | Yes / No* |
| Do you have any medical conditions or injuries that might restrict your ability to participate? (If yes please list). <i>If you do consider that you have any medical condition which might limit your participation these should be provided separately and will be treated confidentially.</i>  | Yes / No* |
| Do you have any objection to photographic or video images being taken during the course for the purpose of HFA Football Development promotion including use on the internet?  | Yes / No* |
| I understand that once my application has been accepted and a course place has been allocated to me, the course fee is neither refundable nor transferable unless the course is cancelled by the Herefordshire Football Association.  | Yes / No* |
| I declare that I am fit to participate on this course and acknowledge that I do so at my own risk. The Herefordshire Football Association Ltd, its staff, agents or any authority which provides facilities is under no liability in respect of any injury, loss or damage which I may sustain however caused whilst I am attending the course. | Yes / No* |
| I agree that should I not attend the scheduled external assessment of course candidates for whatever reason I will be required to pay a further charge of £50.00 to attend an alternative whether that is in Herefordshire or elsewhere.  | Yes / No* |
| Your Name (BLOCK CAPITALS)*   | Date:     |
| Your Signature*   | Date:     |
| If aged under 18 years of age, please supply name of your parent/guardian (BLOCK CAPITALS)*   | Date:     |
| If aged under 18 years of age, please supply signature of your parent/guardian*   | Date:     |

**Candidates will only be considered for a course place upon receipt of completed application form and course fee by the HFA on or before the application deadline date. Receipt of completed course application form and course fee does not guarantee a course place. This will be confirmed in writing prior to the start of the course.**

Please make cheques payable to: **Herefordshire Football Association Limited.**  
 Please send completed course application form with course fee by the advertised application deadline date to: **Paul Carpenter, Herefordshire FA, County Ground Offices, Widemarsh Common, Hereford, HR4 9NA.**