



DEVELOPMENT PLAN 2008 – 13

Vision:	To provide a home for hockey
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Mission statements:	<p>Our Club will</p> <ul style="list-style-type: none">• provide a valued home for hockey;• allow our members to play hockey and develop social relationships;• help our junior members realise and develop their potential;• work in partnership with the local community and other sporting organisations;• develop the management structure, coaching qualities and playing opportunities of our adult and junior sections.
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1 – Developing playing

Objective	Action and achievement target	Responsibility	Timescale
Develop the junior membership	Retain current membership figures and to increase dependent upon capacity within junior coaching structure	DOH, DJH and Committee	Ongoing
Engage in junior competitive opportunities	Engage in competitive opportunities that are accessible and appropriate in line with age and ability	DOH, DJH, Coaches and Team Managers	Ongoing
Develop the adult membership	Retain current adult playing membership figures	DOH and Committee	Ongoing
Engage in adult competitive opportunities	Engage in competitive opportunities throughout the season	DOH, MTS, VC, M1C, L1C, and Captains	Ongoing
Develop junior training opportunities	Ensure the coaching infrastructure is in place to deliver equitable and adequate training opportunities for all junior members	DOH, DJH, and Coaches	Ongoing
Develop adult training opportunities	Ensure the coaching infrastructure is in place to deliver equitable and adequate training opportunities for all adult members, and that there are enough members attending to make it a viable and worthwhile session	DOH, VC, M1C, L1C and Captains	Ongoing
Deliver 'The Holcombe Style' workshops	Holcombe development workshops provided for coaches, captains and engaged players around the Holcombe 'way we play'	DOH, M1C, and HAM	Sept 08 / Nov 08 / Feb 08
Ensure appropriate league level for each team	Ensure that large gaps are not appearing between teams at adult level which would benefit from being closer together to help player transition	CM, CL, VC, DOH, MTS and Captains	Ongoing

2 – Developing people

Objective	Action and achievement target	Responsibility	Timescale
Increase number of qualified coaches	Level One coaching course to be run and ensure these coaches are utilised during training sessions	DOH, Medway Sports Dev and England Hockey	Sept 2009
Increase number of qualified coaches	First Aid course to be run and ensure those qualified are noted in the emergency procedures	DOH	Apr 2009
Increase number of qualified coaches	All coaches to sign a Roles and Responsibilities agreement and undertake a CRB check	DOH and DJH	Ongoing
Provide appropriate coaching pathway	Ensure all coaches have appropriate pathway to increase their experience, qualifications and skills	DOH and Committee	Ongoing
Develop young leaders	Summer coaching camp, supported by young leaders from both school sport partnerships	DOH, Greenacre Sports College and SSP, Howard Sports College and SSP	Summer 2009
Develop leaders	EH Leadership Qualification to be run and leaders to be deployed throughout the club	DOH	Apr 2009
Develop young umpires	Mentoring scheme set up to coincide with the summer league. Young umpires to be identified, trained and mentored.	DOH, VC, SLC, and Jim Lockhart	Summer 08 / 10
Increase the number of qualified umpires	Level One umpire course to be run and ensure these umpires are utilised on a Saturday	DOH, MTS, MUC and Keith Martin	Apr 2009
Provide appropriate umpiring pathway	Ensure all umpires have appropriate pathway to increase their experience, qualifications and skills	DOH, MUC, LUC and Committee	Ongoing
Access to outside coaching workshops	Coaching workshops to be signposted to targeted club coaches and members	DOH, DJH, HAM and Medway Sports Dev	Ongoing
Develop volunteers	Ensure that all volunteer positions are filled, and that volunteers are being supported in that role	Committee	Ongoing

3 – Developing potential

Objective	Action and achievement target	Responsibility	Timescale
Develop the junior membership	Retain current membership figures and to increase dependent upon capacity within junior coaching structure	DOH, DJH and Committee	Ongoing
Develop junior training opportunities	Ensure the qualified coaching infrastructure is in place to deliver equitable and adequate training opportunities for all junior members on a Sunday morning	DOH, DJH, and Coaches	Ongoing
Engage in junior competitive opportunities	Engage in competitive opportunities that are accessible and appropriate in line with age and ability, and ensure the infrastructure is in place to support those opportunities	DOH, DJH, Coaches and Team Managers	Ongoing
Produce a coaching plan	Produce and use a coaching plan that includes a coaching calendar, shared objectives, coaching resources etc	DOH, DJH, and Coaches	Jan 2009
Produce a developmental selection policy	Produce a developmental selection policy that compliments the club selection policy	DOH	Dec 2008
Provide a development pathway	Ensure that junior members have the correct development pathway which provides progression through the club structure.	DOH, DJH, MTS, Coaches and Captains	Ongoing
Increase in junior members playing representative hockey	Provide opportunities for junior members to attend representative trials	DJH and Coaches	Ongoing
Establish one of the first Hockey Study Support Centres	Provide opportunity for the club to become one of the first Hockey Club study support centres in the country	DOH, Committee, Medway Sports Dev and England Hockey	Sept 2011
Link the 1 XI teams to the junior section	Provide opportunities for the junior members to interact with both 1 XI teams and coaches	DOH, DJH, M1C, and L1C	Ongoing
Formation of a junior committee	Set up a junior committee to develop the junior section and provide a young person voice into the main club	DOH, DJH and junior committee members	Jan 2009
Duty of care to junior members is understood	Adhere to the Child Protection Policy, ensure adequate first aid provision is available and undertake CRB checks	DOH, DJC and Coaches	Ongoing

3 – Developing potential *continued...*

Objective	Action and achievement target	Responsibility	Timescale
Establish Holcombe Academy	Establish Ryan Ravenscroft as the Academy Manager	Committee	Ongoing
	Structured coaching plans to be in place for academy sessions	HAM and DOH	Oct 2008
	Regular communication between Juniors and Academy	HAM, DJH and DOH	Ongoing
	Utilise the 1st XI players as mentors for the Academy players	HAM and 1XIC	Ongoing
	Ensure that Academy players are appropriately selected into the Saturday league teams	DOH, HAM and MTS	Ongoing
	Ensure that Academy players are being supported on and off the field by captains and experienced players	HAM, DOH and MTS	Ongoing
Establish a Chatham Grammar Education Academy	To provide a Chatham Grammar Sixth Form Academy where students study BTEC National Diploma in Sport and receive high quality hockey coaching	DOH, CM, Andy Anderson, and David Marshall	July 09
	Funding to be sourced for the CG Academy	DOH, and CGAM	July 09
	Establish Andy Anderson as the CG Academy Manager	DOH, Committee, and CGAM	Ongoing
	Structured coaching plans to be in place for Chatham Grammar Academy sessions	DOH, CGAM and Coach	Sept 2009
	Regular communication between Holcombe Academy and CG Academy Managers	DOH, HAM, and CGAM	Ongoing
	Ensure that CG Academy players are appropriately selected into the Saturday league teams	DOH, HAM, CGAM, Coach and MTS	Ongoing
	Ensure that CG Academy players are being supported on and off the field by captains and experienced players	DOH, HAM, CGAM, Coach and MTS	Ongoing

4 – Developing links

Objective	Action and achievement target	Responsibility	Timescale
Engage with the local School Sport Partnerships and Sports Colleges	Involved with initiatives with the Greenacre SSP, Greenacre Sports College, Howard SSP and Howard Sports College.	DOH, Greenacre Sports College and SSP, Howard Sports College and SSP	Ongoing
Develop school-club links	Employment of Hockey School Sport Coach for primary school out-of-school-hours coaching	DOH, Greenacre SSP, Howard SSP and primary schools	Ongoing
Develop school-club links	Employment of qualified coaches to deliver secondary school out-of-school-hours coaching	DOH, HSC and secondary schools	Ongoing
Continue engagement with Medway Sports Development Team	Ensure that Holcombe is involved in Medway Sports Development strategies, projects and development opportunities	DOH	Ongoing
Host Medway Games events	Provide a facility for the Medway Mini Youth Games primary school and Medway Youth Games secondary school events each year	HSC and DOH	October
Representation at Medway CSN meetings	Provide representation at the regular Medway Community Sports Network meetings for all local Clubmark Clubs	DOH	Ongoing
Continue engagement with Kent County Sports Partnership	Ensure that Holcombe is involved in Kent County Sports Partnership strategies, projects and development opportunities	DOH	Ongoing
Embed our club within the London 2012 legacy	Ensure that Holcombe is embedded in the legacy of London 2012, and integrated into the Medway 2012 plans.	DOH, Eng Hockey, London 2012 and Medway 2012	Ongoing
Deliver the Single System Framework through the support of the Kent JDA and JDC	Involvement and leading upon Junior Development Centre for Medway	DOH, Anchorians HC Chairman and Old Williamsons HC Chairman	Ongoing
Continue engagement with Kent Hockey Association	Ensure that Holcombe is involved in Kent Hockey Association strategies, projects and development opportunities	CM, CL, VC, CS and DOH	Ongoing

5 – Developing communication

Objective	Action and achievement target	Responsibility	Timescale
Ensure communication within our club	Regular communication between Juniors and Academy	DOH, DJH, and HAM	Ongoing
Increase local press opportunities	Submission of match reports to local newspapers	VC, MTS, and Captains	Ongoing
Up-to-date Website	Continued use of website with fixtures, news and events ensuring that this is reviewed and updated continually	WEB, FIX and DOH	Ongoing
Promotional opportunities	Provide marketing materials for partners to continue marketing of the club	DOH	Ongoing
Establish a Parents Association	Creation and running of a Holcombe Junior Supporters Group, led and managed by parents, for the benefit of the junior section	DOH, DJH, and parents	Apr 2009

6 – Developing policies

Objective	Action and achievement target	Responsibility	Timescale
Achieve re-accreditation as a Clubs First Club	Successful completion of Clubs First application and award	DOH, DJC, HAM, Coaches and Team Managers	December 2009
Ensure Club Constitution is adopted	Club Constitution to be reviewed, updated and adopted throughout each season	CM, VC, CL, and DOH	Ongoing
Ensure Child Protection Policy is adopted	Child Protection Policy to be reviewed, updated and adopted throughout each season	CM, VC, CL, DOH, DJH and CWO	Ongoing
Ensure Equity Policy is adopted	Equity Policy to be reviewed, updated and adopted throughout each season	CM, VC, CL, and DOH	Ongoing
Ensure Emergency Procedures are current	Emergency Procedures to be reviewed, updated and adopted throughout each season	DOH and Committee	Ongoing
Ensure club database is current	Membership forms to be completed each year to ensure the club database is up-to-date	CS, DOH, MTS, and Captains	Ongoing

Organisational Structure – 2008-09 Season

Management Committee

President	L D Marshall
Chairman	David South
Vice Chairman	Mike Haines
Ladies Chair	Karen Major
Director of Hockey	Jon Rye
Club Secretary	Gill Griffiths
Director of Junior Hockey	Ray Baker
Club Fixture Secretary	Richard Russell
Club Treasurer	Norman Pickett
Assistant Treasurer	Adrian Hull

Non-Management Committee Posts

Mens Team Secretary	Adrian Hull
Website Co-ordinator	Andy Parry
Mens Umpire Co-ordinator	Harry Kemball
Ladies Umpire Co-ordinator	Viv Rudd
Mixed Summer League Co-ordinator	Mark Newman
Vets Summer League Co-ordinator	Stephen Link
200 Club Organiser	Val Guard
Ladies Finance Officer	Tina Lund
Mens 1 XI Coach	Giles Osborne
Ladies 1 XI Coach	Candice Forward

Mens Captains

1 XI	Ryan Ravenscroft
2 XI	Damon Garwood
3 XI	Ollie Lane
3A XI	Jon Rye & Bill Esterson
3B XI	Marcus Davies
Vets	Spenser Mills
4 XI	Ray Baker
4A XI	Mark Newman
5 XI	tba
5 A XI	tba
6 XI	tba
6A XI	tba
6B XI	Mike Carson

Ladies Captains

1 XI	Katie Ogden
2 XI	Christine Ravenscroft & Carmel Sutton
3 XI	Caroline Esterson
4 XI	Caroline Filmer
5 XI	Dawn Pell

Junior Section

U10 mixed	Sean Parker
U12 boys	Bob Heard
U14 girls	Lauren Osborne
U14 boys	Adam Cook & Dave Sancto
U16 boys	Mark Sommer & Adnan Zakir
U18 boys	Lawrie O'Keeffe

Coach

Sean Parker
Bob Heard
Lauren Osborne
Adam Cook & Dave Sancto
Mark Sommer & Adnan Zakir
Lawrie O'Keeffe

Team Manager

tba
tba
tba
tba
tba
Stephen Link

GLOSSARY

CGAM	Chatham Grammar Academy Manager
CL	Chairlady
CM	Chairman
CS	Club Secretary
CWO	Club Welfare Officer
DJH	Director of Junior Hockey
DOH	Director of Hockey
FIX	Fixture Secretary
HAM	Holcombe Academy Manager
HSC	Holcombe Sports Club
L1C	Ladies 1 XI Coach
LUC	Ladies Umpire Co-ordinator
M1C	Men's 1 XI Coach
MTS	Men's Team Secretary
MUC	Men's Umpire Coordinator
SSP	School Sport Partnership
VC	Vice-Chairman
WEB	Webmaster

APPENDICES

A	Child Protection Policy
B	Equity Policy
C	Disciplinary Code and Spectators Code
D	Developmental Selection Policy
E	Organisational Structure
F	Roles and Responsibilities of coaches
G	Roles and Responsibilities of captains
H	Roles and Responsibilities of club officials / volunteers
I	Roles and Responsibilities of parents
J	Roles and Responsibilities of Director of Hockey
K	Roles and Responsibilities of Junior Co-ordinator
L	Roles and Responsibilities of Junior Head Coach
M	Roles and Responsibilities of Welfare Officer