

# R185 | PERFORMANCE AND LEADERSHIP IN SPORTS ACTIVITIES

## TOPIC AREA 3

### Organising and planning a sports activity session

#### Organisation of a sports activity session

A session must be planned effectively in order for it to be a success. If the planning is thorough and detailed, the session is easier to follow and deliver.

#### Appropriate venue (location/size/weather)

The venue must have enough working space for the activity and for the number of people taking part. For example, a large 3G hall for multi-skills session with 30 primary ages students. You must also have a contingency plan for if the activity cannot take place outside.

#### Equipment (type/amount)

The type of equipment will depend on the activity and the participants e.g. Size 2 footballs for under 4s and 5s, Size 5 footballs for under 14s and above.

The amount will depend on what skills/techniques are being taught and how many participants there are. E.g. If practicing passing technique in football then 1 ball between 2 or 3 would be ideal.

#### Timing (appropriate/allowing for progression)

Allowing enough time for the participants to practice skills is important in order to improve. Not spending too much time on skills that they can already perform so they get bored is also important

Allowing skills/drills to progress will improve players as the drills will become more advanced or harder. For example in passing in basketball can be progressed by:




#### Supervision (Number of participants/size of group)

Different activities require different levels of supervision for example the CPSU require their 1 adult per 8 children (ages 9-12) and 1 adult per 10 children (ages 13-18).

The size of group depends of the the activity. You can have a large group of experienced with less supervision but a group a beginner swimmers would have more.

#### Contingency plan

This is a back up plan for anything that might need to change during a sporting activity. For example, if you have planned a cricket session outside but it is raining then having a back up (contingency) plan is important to have. You may choose to do coaching session indoors.

You may also need a back up plan if the participants are not responding or interested in the activities that you have planned. 

#### Safety considerations

#### Risk assessment and corrective action

Risk assessment completed before an activity take place and are used to identify and eliminate risks where possible, protecting participants from harm. Risks include those posed by the **facilities** (goal posts in sports hall), the **equipment** used, the **clothing** and **footwear** worn (suitable trainers for the activity) and any **activity-specific risks** such as, boots and shin pads for football when on a 3G astroturf pitch.

#### Checking of equipment

All equipment and areas should be checked. For example, rugby tackle bags should be checked that they are in good working order before tackling.

#### Basic First aid & child protection

There should be somebody that is qualified in basic first at a sports activity session. This is to help given to a sick or injured person until full medical treatment is available.

It is also important for a leader to have an understand about protecting children. This is to ensure that children are safe from abuse and neglect

#### Emergency procedures


It is important to have emergency procedures in a session. For example, calling 999, if the equipment breaks and how to complete emergency action plans.

#### Objectives

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The group can be at different levels or experience so planning a session to meet the needs is important. An example objective is to improve your forehand serve in badminton. Activities may need to be adapted depending on the size, experience, number of participants, gender, age, facilities, equipment.


#### Introduction and conclusion of a session

The introduction should include a brief introduction from the leader, aims of the session and checking for any injuries. 

A conclusion should be a brief summary of what has been learnt or develop throughout the session.

#### Basic warm-up and cool-down

Warm-ups should include a pulse raiser, stretching exercises and activity specific tasks.

Cool-downs should allow the pulse to decrease slowly and to include stretches. 

#### Skills and technique development

Start with basic skills in basic practices, progress the drills to show more challenge, then incorporate some competition into the practices. These practices will also need have some simplifications for participants who are struggling.

## Key Terms

■ **Contingency plan** - a plan designed to take account of a possible future event or circumstance

■ **Appropriate** - suitable or proper in the circumstances.

■ **Supervision** - the action of supervising someone or something.

■ **Experienced** - having gained knowledge or skill in a particular field over time.

■ **Risk assessment** - a systematic process of evaluating the potential risks that may be involved in a projected activity or undertaking

■ **Procedures** - an established or official way of doing something.

■ **Objectives** - a thing aimed at or sought; a goal.

# 10 KEY QUESTIONS

## Organising and planning a sports activity session

- 1 What 3 things do you need to consider when booking a venue for your activity?
- 2 Give an example of equipment for a specific group of participants.
- 3 Why is it important to have the appropriate timings for your session?
- 4 Give an example of how to progress a specific skill/drill.
- 5 How many leaders/coaches are needed for ages 9-12?
- 6 What is a contingency plan? Give a specific example of a plan.
- 7 What things do you need to consider when completing a risk assessment?
- 8 Why is it important to have knowledge of basic first aid and child protection issues?
- 9 Can you give an example of an objective for a session?
- 10 What is involved in a warm up and cool down?

**Extension  
Task(s):**



**Research all the various ratios on the CPSU website**

<https://thecpsu.org.uk/media/446034/supervising-childrens-sporting-activities.pdf>