

SERVICE LEVEL AGREEMENT – Sept 2012 to Aug 2013

COWPLAIN COMMUNITY SCHOOL AND HAVANT ATHLETIC CLUB

1. INTRODUCTION

- 1.1 Cowplain Community School (CCS) and Havant Athletic Club (HAC) wish to work in partnership to promote and deliver effective school club “Athletics” links in order to “grow” and “sustain” participation in athletics across CCS, its “partner” primary schools (Denmead Primary Schools; Hart Plain Primary Schools; Meadowlands Primary School; Padnell Primary Schools; Queens Inclosure Primary School) and the wider community. CCS and HAC also wish to provide effective pathways through which participants can “excel”.
- 1.2 There are a number of initiatives that both parties wish to work on. This Service Level Agreement will be for the period of September 2012 to August 2013. It is the intention of both parties that this will be the beginning of a long term partnership. This Service Level Agreement provides a framework for the partnership. It will be reviewed annually at which time an action plan for the next 12 months will be agreed.

2. CCS and HAC Partnership

Partnership Activity

- 2.1 CCS and HAC will develop close links to promote and deliver school-community athletics programmes in order to increase and sustain athletics related participation of students at CCS and its partner primary schools and individuals from the wider community.
- 2.2 This will include support to athletics as part of the curriculum, after school and community activity. This could take the form of occasional support to curriculum and after-school activity by HAC, support to special events like Sports Hall Athletics and links to community athletics activity with HAC at CCS and other venues (e.g. Mountbatten Centre, Portsmouth).
- 2.3 HAC will also promote athletic pathways to enable participants to excel.
- 2.4 Specific programmes identified for support during the period of this SLA are as follows;-
- Subject to confirmation of the inclusion of Athletics activity in Enterprise days, HAC will support CCS with the delivery of up to two Sports Hall Athletics events (potentially these will be July and September)
 - HAC will support the school in the development and delivery of athletics activities which form part of a legacy programme following the highly successful London 2012 Olympics and Paralympics Games.

- HAC coaches will deliver a coaching session for CCS PE staff in the throwing and/or long jump event(s). Details for this will be agreed with Andy Lacey (Head of PE).
- HAC will deliver further Athletics courses for children & young people aged between 7 and 16 years of age.
- HAC will deliver Athletics courses for adults as part of the CCS Adult & Family learning programme
- HAC will provide advice and support towards the planning and delivery of new athletics and general sports facilities at the school (subject to funding and planning approvals)
- CCS and HAC will work together to promote athletics activities to CCS students and the wider community.
- CCS will seek to progress the painting of the storage containers in line with the designs agreed by the HAC Committee.

Fees & Charges

2.5 This partnership approach is reflected in the concessionary rate of fees and charges available to HAC through this agreement. These concessionary charges are on the basis that CCS and HAC will work in partnership to boost athletics participation by school students, staff and the wider community through the development of effective pathways between school and community activity.

2.6 Charges valid between April 1st 2012 and 31st March 2013 (inclusive) will be ;-

Athletics Track: £8.85 (excluding VAT) per hour

Sports Hall: £19.45 (excluding VAT) per hour

Gymnasium: £15.25 (excluding VAT) per hour

These charges will be subject to review by the school Governing Body on an annual basis. Normally these fees and charges rise according to inflation.

Use of Facilities

2.7 The use of facilities at CCS will be according to the normal terms and conditions as attached in Appendix 1.

2.8 Subject to the “timely” and satisfactory receipt of a completed booking form from HAC to confirm the booking of its required facilities, CCS will use its reasonable endeavours to ensure that facilities available for use by HAC are as follows;-

(a) Winter Use (October to March) - Sports Hall and Gymnasium

Tuesdays and Thursdays - The **Sports Hall** between 6pm and 7pm.

Tuesdays and Thursdays - The **Gymnasium** will not be available when it is required for examinations.

CCS also reserves the right to cancel use of any school facilities should essential maintenance works be required.

(b) Summer Use (April to September)

Tuesdays AND Thursdays – The grass **Athletics Track** - Tuesdays and Thursdays between 6pm to 7pm.

Use of the **Sports Hall** between 6pm and 7pm

Between mid July and September the **Gymnasium** may also be available between 6pm and 7pm.

Storage Containers

- 2.9 CCS will allow HAC to retain to two storage containers on the CCS site **free of charge**. CCS will be able to store community equipment in one of the storage containers and be given access to this container at all times.
- 2.10 HAC will be fully responsible for the confirmation of any required external consents (e.g. possible planning permission).
- 2.11 CCS will bear no responsibility for the storage containers and their contents (except CCS property).

3. SAFEGUARDING CHILDREN

- 3.1 HAC will ensure that robust procedures are in place to ensure the safety of children participating in activities. All adults working with children as part of these programmes will have appropriate training and safeguarding checks. Coaches will hold appropriate coaching awards for the opportunities delivered.

4. CLUBMARK

- 4.1 Havant Athletic Club successfully achieved “Clubmark” accreditation in May 2011. The current accreditation period will be operative until May 2014 (3 year period).

5. INSURANCE

- 5.1 HAC will have appropriate levels of insurance in place at all times and in line with Hampshire County Council requirements and the CCS terms & conditions of hire.

6. MANAGEMENT OF THE SERVICE LEVEL AGREEMENT

- 6.1 To support the success of the projects and to enhance the good working relationship of CCS and HAC it is proposed that a representative(s) of CCS and a representative(s) of the HAC will meet on a six-monthly basis to ensure the delivery of the agreed action plan.
- 6.2 CCS will be represented by the Business & Community Manager

HAC will be represented by their Secretary.

The purpose of this meeting is to monitor and evaluate the partnership work and to prepare a report to their respective organisations.

7. MONITORING and REVIEW

Each year an annual meeting will be held to review progress, review the year and confirm an action plan for the next year (September to August).

This Service Level Agreement provides a framework for the development of detailed action plans. The content of this agreement can be varied as necessary, but only with the consent of both parties.

8. SIGNATURES

Head teacher

On behalf of Cowplain Community School

Dated

Secretary

On behalf of Havant Athletic Club

Dated