

Artistic Swimming Leadership Group

10th October 2022 – 19:00 - 21:00 – via Zoom

Attendees:

1. Maria Ramos – Chair
2. Sarah Clarke - Athlete Reward and Recognition Lead
3. Louise Ross – Coaching Lead
4. Hannah Secher – Workforce Lead
5. Keith Munday - Sport Operations Committee Leadership Group Liaison
6. Katya Boyd – Head of Events
7. Claire Coleman – Head of Development
8. Gareth Picken – Sport Development Team Administrator
9. Sarah Green – Head of Educator Training

Apologies:

1. Ian Atkinson – Competition lead

Standing Items	
1.	Meeting welcome
	MR opened the meeting and introduced SG to the group.
2.	SOC Update (Paper attached)
	There is no update as the SOC meeting is taking place tomorrow (11 th October).
	2.1 TOR Review
	CC updated the group that the TOR is reviewed on an annual basis. Most of the changes are around terminology. Other changes include noting any contradictions that were in the document. MR highlighted that the membership has gone back to what it was in 2020 rather than keeping them as they were in 2021. KM noted that there may be potential confusion with 4.1.1, asking what are the alternative to face-to-face or virtual meetings.

	<p>Subject to the actions below, the Group accepted the updated TOR</p> <p>Actions –</p> <ol style="list-style-type: none"> 1. CC to provide the meeting feedback to Joan Wheeler (see KM point) 2. CC to add in Reward & Recognition to 1.1 for SOC acceptance 3. MR to provide CC with agreed copy of the 2021 updated document 4. CC to check whether Communications role is mandatory across the leadership groups. 								
	<p>2.2 Code of ethics</p>								
	<p>CC provided an update for the group around the UKAD policy. To comply with the UKAD policy, the code has been updated in the handbook. The change ensures temporary members are covered under the UKAD rules for 12 months from the date of the start of their membership.</p> <p>There were no actions from this.</p>								
<p>3.</p>	<p>Development</p>								
	<p>3.1 Supervision Ratios</p>								
	<p>CC informed the group of the changes to the Supervision Ratios, specifically the Team Manager roles. The new rules are as follows: Team Manager (TM) 1 (one day competitions) and TM 2 (multiple day competitions).</p> <p>TM 1 is as follows:</p> <table border="1" data-bbox="215 1406 1476 1482"> <tr> <td>2 qualified supervisory roles (Coaches / Team Manager's) for up to 10 athletes</td> </tr> <tr> <td>Thereafter a ratio of 1:10 should be applied</td> </tr> </table> <p>TM 2 with athletes aged 12-17 is as follows:</p> <table border="1" data-bbox="215 1612 1476 1688"> <tr> <td>2 qualified Team Managers for up to 20 athletes</td> </tr> <tr> <td>Thereafter an additional Team Manager should be considered for every 20 athletes</td> </tr> </table> <table border="1" data-bbox="215 1720 1476 1796"> <tr> <td>1 qualified Coach for up to 20 athletes</td> </tr> <tr> <td>Thereafter an additional Coach should be considered for every 20 athletes</td> </tr> </table> <p>TM 2 with athletes aged 11 and under:</p> <table border="1" data-bbox="215 1921 1476 1998"> <tr> <td>2 qualified Team Managers for up to 16 athletes</td> </tr> <tr> <td>Thereafter an additional Team Manager should be considered for every 16 athletes</td> </tr> </table>	2 qualified supervisory roles (Coaches / Team Manager's) for up to 10 athletes	Thereafter a ratio of 1:10 should be applied	2 qualified Team Managers for up to 20 athletes	Thereafter an additional Team Manager should be considered for every 20 athletes	1 qualified Coach for up to 20 athletes	Thereafter an additional Coach should be considered for every 20 athletes	2 qualified Team Managers for up to 16 athletes	Thereafter an additional Team Manager should be considered for every 16 athletes
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	<p style="text-align: center;">1 qualified Coach for up to 16 athletes</p> <p style="text-align: center;">Thereafter an additional Coach should be considered for every 16 athletes</p> <p>CC asked the group how do we ensure that this lands well with the AS community? Are there any key dates that we need to be aware of before rolling this new process out?</p> <p>SC highlighted that clubs should be aware of the gender split if teams are mixed compared to an all-female group.</p> <p>CC confirmed that the gender ratios were not added because this may lead to further confusion.</p> <p>KM asked where do chaperones fit into the ratio?</p> <p>CC explained that they don't influence the ratio as they are focused on a one-to-one basis and therefore the expectation would be that the team would also have at least two TM's.</p> <p>Action: CC to ensure that AS clubs receive the terminology guidance as part of the wider educational programme.</p>
	<p>3.2 Club Health tracker</p>
	<p>CC updated the group around the tracker and how were are trying to understand and support the aquatic's community. The current plan is to go live in November 2022 with data being collected by January 2023 to support Artistic Swimming.</p>
<p>4.</p>	<p>Competitions</p>
	<p>4.1 Competition rules</p>
	<p>EB updated the group that the potential NAG venues for 2023 are currently London, Luton, Gloucester or Corby. There are concerns around the lack of venues that can accommodate the pool depth requirements, however safeguarding has got to be the primary concern when holding competitions.</p> <p>CC proposed whether a competency test, as per diving requirements, would cover the insurance and therefore the pool depth could be reviewed.</p> <p>KM highlighted that swimmers must be training the barracuda figures in pools of 2m pools at their home clubs so surely this is a greater concern than when it is performed in competitions?</p>

	<p>HS explained in reply to KM that coaches often stop the figure at a certain point to ensure safety, however in competition they will need to complete the figure in full.</p> <p>Dates 25th/26th March are the proposed date with the following weekend as the alternative dates for the NAGs.</p> <p>Action: KM to raise depth queries at SOC level as part of the Minimum depth review</p>
5.	<p>Tutor Training</p>
	<p>SG updated the group around the process of Artistic Swimming tutors. SG provided an update on recent recruitment. The discussion focused on two individuals.</p> <p>MR asked what are the key gaps and what are the time scales we are looking at?</p> <p>SG explained that the concern isn't around individual tutor's ability to coach a group of people but rather educating a group of people to become coaches.</p> <p>LR expressed concerns around the take away that coaches may experience after attending an education session.</p> <p>HS asked whether have we identified any other tutors?</p> <p>SG answered that the applications were open to anyone but it was only one applicant who applied off the recommendation of the group. SG & CC made a suggestion regarding a second potential tutor.</p> <p>LR reassured the group, explaining that she believes that they are both good tutors but would benefit from time and experience.</p> <p>MR mentioned that the group should support tutors to go on the educator training programme at the start of 2023.</p> <p>KT asked whether it might be worth as a group to think of some younger coaches who would be good educator trainers.</p> <p>MR agreed with KT.</p> <p>Action - KT and SG to work together and set up a timeline for individually identified tutors.</p>

	SG left the meeting.
6.	Approval of Grades for 2023
	<p>The group agreed the Grades document shared by SC.</p> <p>Action - SC to complete formatting of the document to make the changes clearer.</p> <p>Action – SC and KT to use the time on camp to film the necessary updated to be included on the website</p> <p>Action - CC to ensure webs team are aware of the changes to the grade videos and plan work load to load them on to the website.</p> <p>Action - CC to talk to Vikki Newborne regarding the certificates and the need for these to be adapted in light of the changes.</p>
7.	FINA Changes work streams – agree next steps
	<p>MR asked the group what leads need to be in place to put in place the FINA changes.</p> <p>KT proposed that the changes are sub-divided, as is the leadership group, to cover the workload.</p> <p>HS explained that we need to communicate this out to the community asap.</p> <p>KM asked whether Swim England can support writing a project plan to ensure that everything is covered. MR and KM updated on group on the SOC paper requesting support.</p> <p>Action – KM to report back to the group following the SOC meeting regarding the outcome of the request for support.</p>
8.	AOB
	<p>KT updated the group that senior trail had taken place with two full time members into the squad and two-part time members. Junior trails to take place soon.</p> <p>KM – action completed around the issue of pay slips amongst coaches.</p>

	<p>HS raised the question of international judges and how this could be accommodated. MR explained that previously regions had supported this. CC confirmed there maybe availability of a budget would need further details.</p> <p>Action - HS to provide necessary details to build a budget proposal.</p>
9.	DONM
	Action - GP to send out a doodle poll around the next meeting (early November)