



TVAC Coaching Policy

Issued by Datchet & Eton Leisure (DEL) for coaching at Thames Valley Athletics Centre (TVAC)

Purpose & Scope

This policy sets out the expectations, permissions, and limitations for all coaching and training activities at TVAC. It applies to:

- WSEH-affiliated coaches
 - UK Athletics volunteer coaches
 - Freelance Athletics/Sports Specific/Performance coaches
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Coaching Categories

A. Windsor Slough Eton & Hounslow (WSEH) Affiliated Coaches

Coaching access is granted only through WSEH directly. Datchet & Eton Leisure (DEL) issues inclusive passes to approved WSEH coaches under this arrangement.

Access Includes:

- Individual outdoor track use (subject to availability)
 - Indoor scheduled General Athletics sessions (October–March)
 - Coaching during:
 - Tuesday & Thursday WSEH club sessions
 - General Athletics scheduled sessions
 - Voluntary 1-to-1 coaching with WSEH athletes (non-commercial only)
 - Complimentary parking for one car
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Requirements:

- Must be on WSEH's official coach list
- All coaches athletes must be the required entry fee
- Coaching during General Athletics sessions with your WSEH group is permitted; however, a **supplementary voluntary coaching form must be completed**, and we require **proof of your coaching qualification** for our records.

- Coaches wishing to coach **outside of Tuesday and Thursday club nights** (including during General Athletics sessions) must also **complete the DEL Coach Registration Form** and receive written approval prior to access.

Coaches holding a valid UK Athletics (UKA) coaching licence will be required to provide documentation. Individuals with external or non-UKA coaching qualifications may also be asked to submit:

- Valid coaching qualification/licence
- Current **DBS certificate**
- **Public liability insurance**
- **First aid certification**

All coaches must sign and comply with:

- **DEL Terms & Conditions**
 - **GDPR & Data Privacy Agreement** (included in the registration form)
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Exclusions – Activities Not Permitted:

The following are **strictly prohibited** under this complimentary coaching access:

- Advertising or promotional activity
 - Private, paid 1-to-1 coaching sessions
 - Paid group sessions or block bookings not affiliated with your named WSEH group
 - Unscheduled coaching outside of General Athletics sessions without prior booking
 - Any commercial activity (sales, paid content, services)
 - Brand sponsorships, endorsements, or commercial filming conducted on-site
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Monitoring & Compliance:

DEL reserves the right to monitor coaching activity and enforce this policy at its discretion. WSEH will also be informed of any concerns or breaches relating to affiliated coaches. Any breach of these terms may result in suspension or termination of complimentary coaching access.

B. UK Athletics Volunteer Coaches

Volunteer coaches not affiliated with Windsor, Slough, Eton & Hounslow AC (WSEH) but holding a valid UK Athletics (UKA) licence may be granted **non-commercial, volunteer access** to coach groups of athletes under the following terms.

Access Includes:

- Shared-use access to general track and field facilities
- Use during scheduled General Athletics sessions only
- Permission to coach a registered athletics group affiliated with England Athletics
- Parking for one vehicle included within the £85 annual registration fee

Note: The following areas require pre-approval and additional fees:

- Pole Vault
 - High Jump
 - Throws Cage
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Requirements:

- Coaching must be strictly voluntary with **no commercial activity of any kind**
- A "group" is defined as:
 - A training group that is affiliated with a club registered with England Athletics (we may contact the club to confirm this affiliation)
 - A named UKA-affiliated athletics training group of multiple athletes
- Individual or 1-to-1 sessions are **not permitted** under this access type
- No private, paid, or freelance coaching is allowed
- All sessions must be pre-booked and fall within scheduled availability
- Coaches must submit the **DEL Coach Registration Form** and provide:
 - Valid UKA coaching licence (or equivalent)
 - Current **DBS certificate**
 - **First aid certification**
 - **Public liability insurance**
 - Coaching qualification
- Written confirmation must be received before coaching on site

All coaches must sign and comply with:

- **DEL Terms & Conditions**
- **GDPR & Data Privacy Agreement** (included in the registration form)

Allow up to 7-10 working days for registration approval.

Exclusions – Activities Not Permitted:

The following are **strictly prohibited** under this coaching access:

- Private, paid or commercial 1-to-1 coaching sessions
 - Paid group sessions unaffiliated with a UKA club
 - Advertising, brand promotion, or sponsored content
 - Unauthorised coaching outside of scheduled sessions
 - Brand partnerships or commercial filming on-site
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Monitoring & Compliance:

DEL reserves the right to monitor coaching activity and enforce this policy at its discretion. Any breach of these terms may result in:

- Withdrawal of access privileges
- Suspension or termination of volunteer access

C. Freelance Coaches (Paid 1-to-1 or Group Coaching)

Any coach conducting paid coaching sessions, or not affiliated with UK Athletics or WSEH, is considered a freelance coach and must operate under the freelance coaching framework.

Access Includes:

- Use of outdoor or indoor track (subject to booking)
 - Shared-use access only unless otherwise approved
 - Client access fee included in freelance rate (no additional athlete track fee)
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Requirements:

- Payment of annual admin fee of £85 (includes parking for one vehicle)
 - Submission of:
 - Current coaching qualification
 - Valid DBS certificate
 - Public liability insurance
 - First aid certification
 - Completion of DEL's Freelance Coaching Application and due diligence forms
 - Approval process requires 7–10 working days
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Fees:

- £15 per client, per session (indoor or outdoor)
- Discounted monthly rates available for regular usage
- All athletes must pay for their own parking on arrival



Conditions & Additional Notes:

- Usage does not include pole vault, high jump, discus, or shot put areas
- Sandpit must be reset after use
- Group coaching with more than 3 athletes must be pre-booked
- Freelance coaches are not permitted access to the gym unless they meet personal training criteria
- All sessions must be conducted in designated athletics areas—no gym use permitted
- All activity must relate to athletics coaching (not general fitness or bootcamps)

Exclusions – Activities Not Permitted:

- Use of gym facilities unless qualified and approved under DEL PT policy
- Group fitness sessions open to the general public
- Activities in conflict with DEL's Health Club operations
- Events/Clinics

Monitoring & Compliance:

All freelance activity is subject to monitoring by DEL staff. Breaches of these conditions may result in:

- Loss of coaching privileges
- Cancellation of access rights

TVAC Coach Registration & Consent Form

Issued by Datchet & Eton Leisure (DEL) for coaching at Thames Valley Athletics Centre (TVAC)

Coach Details

Full Name: _____

Club or Group Affiliation (if applicable): _____

Coaching Category (tick one):

WSEH-Affiliated Coach

UKA Volunteer Coach (Non-WSEH)

Freelance Coach (Paid 1-to-1 or Group Sessions)

Email Address: _____

Phone Number: _____

Required Documents (please attach or confirm each)

Please tick and provide up-to-date copies of the following:

Coaching Declaration

I confirm that:

- I have read and will adhere to the TVAC Coaching Policy as outlined by DEL.
 - My coaching activity will remain within the category under which I am registered.
 - I will only coach within approved times and designated areas, as confirmed in writing.
 - I will not engage in any commercial, paid, or freelance coaching unless approved under the Freelance Coaching Policy.
 - I understand that unauthorised use, unscheduled sessions, or promotional filming are not permitted.
 - I will ensure athletes under my supervision follow TVAC usage rules, including entry fees, sign-in, and general conduct.
 - I understand my coaching may be monitored by DEL and, where applicable, reported to WSEH.
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Parking

One parking space is included in the annual £85 registration fee (if applicable). Additional parking must be arranged separately.

GDPR & Privacy Acknowledgement

By signing this form:

- I consent to DEL collecting and processing my personal data for the purpose of coach registration, communication, safeguarding, and policy enforcement.
 - I understand this data will be securely stored and only shared in accordance with legal or operational requirements.
 - I may request access to or deletion of my data by contacting membership@deleisure.com.
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Photography & Media Disclaimer

- I understand that filming or photography for commercial or brand-related purposes is not permitted unless pre-approved in writing.
 - Any footage used for coaching (e.g., technique analysis) must follow TVAC's media policy and remain private.
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Coach Signature & Consent

I confirm that the information provided is accurate, and I accept the terms and responsibilities outlined above.

Signed: _____

Date: _____