



Our ref: LB/UKCC/09-10/1D  
Date: 17<sup>th</sup> December 2009

Dear Sir/Madam

### United Kingdom Coaching Certificate (UKCC) Level 1 Course

Thank you for your enquiry regarding the UKCC Level 1 course to be held in the Highland Region. The details for the course are as follows.

- **Dates:** Saturday 6<sup>th</sup> March & Saturday 24<sup>th</sup> April (you must attend both days)
- **Venue:** Inverness Tennis & Squash Club, Bishops Road, Inverness, IV3 5SB
- **Times:** 9am – 5.30pm both days
- **Cost:**

£195	for Competitive Player Members of Scottish Squash
£215	for other members of Scottish Squash/Full-time Students
£225	for non-members of Scottish Squash
- **Other requirements:** Coaches must also attend a sports coach UK Child Protection Workshop

**NB.** Under the Protection of Children Act (Scotland) it is an offence for an organisation to knowingly employ (paid or unpaid) a person to work with children if the person is on the 'Disqualified from Working with Children List'. The only way a club/organisation can find out if a person is on the list is for an Enhanced Disclosure Scotland check to be completed by the person. These checks can be arranged for free by Scottish Squash for coaches who are registered members of member clubs. For further information on this please contact me ASAP.

### Funding

Scottish Squash is delighted to be able to continue to offer support for coaches who are Competitive Player Members of Scottish Squash and are members of and coaching with Scottish Squash Member Clubs\*. However, there is a slight change to the 2009/10 Scholarship Programme as it now states that on **successful completion of the course and all paperwork & pre-requisites** scholarship candidates shall receive a **75% scholarship award (£146.25 refunded on completion)**.

Please note that coaches shall now have to pay the full amount up-front for the course – if this poses a problem then please contact me immediately – and they shall only receive their scholarship award on successful completion of the course. Coaches shall be informed prior to the course starting whether they have been successful in gaining a scholarship – subject to the condition that they complete the course and continue to remain a member for the 2009/10 season (or duration of completion of the course & requirements). As before, applications for the scholarship must be made on the appropriate application form and forwarded to the Scottish Squash office at the same time as the UKCC Level 1 application form.

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Registered Office: Scottish Squash, Caledonia House, 1 Redheughs Rigg, South Gyle, Edinburgh, EH12 9DQ.  
Tel: 0131 317 7343 Fax: 0131 317 7734 E-mail: [info@scottishsquash.org](mailto:info@scottishsquash.org) Website: [www.scottishsquash.org](http://www.scottishsquash.org)

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As previously detailed the UKCC courses shall replace all current qualification processes and shall result in successful candidates gaining Scottish Vocational Qualifications (SVQs). Scottish Squash shall continue to recognise existing qualifications at this time and continue to work on integrating them into the new UKCC qualification programme.

If you would like to attend the above course, then please complete the UKCC Registration Form and return it to me at the address below. Please note that places are limited and shall be on a first come, first served basis. The closing date for applications for places is **Wednesday 17<sup>th</sup> February 2010** and if you would like to apply for the Scottish Squash Scholarship, both forms and appropriate payment – UKCC Registration Form and Scholarship Application Form – should reach the Scottish Squash office together.

Finally, if you have any questions regarding this course or would like further information on assistance with funding the course costs then do not hesitate to contact me at the number above.

Yours in sport

Liza Baillie  
**Coach Education and Development Manager**

*\* Membership of a Member Club of Scottish Squash – this can only be determined by checking the full membership lists each club is required to submit as part of their Scottish Squash membership (please ensure your club has done this before applying). If your club has not submitted a list or your name is not on their list then you shall not be eligible for a scholarship.*

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