

30 April 2020

Dear Parents and Guardians

Active Leader Award – Year 10 and 11

Our Year 10 and 11 students have been offered the exciting opportunity to enroll on a newly created Active Leader course which has been approved to be delivered, in a virtual format, and will lead to the nationally accredited Active Leader Award. This will run the week commencing **Monday 11 May** and is suitable for any student in Year 10 and 11 who is keen to expand their CV, discover more about leadership, develop valuable life skills and continue their personal development.

Students will receive training in a supervised Zoom group format, interspersed with activities undertaken in smaller supervised groups. The time needed on-line is aimed at encouraging debate and contribution, whilst the break-out and off-line time is for challenges and tasks. The aim is for completion of the course within a week, with 2 sessions taking place each day. Students will be provided with a printed manual and booklet and, at the end of the course, a certificate and personal reference.

All 10 sessions must be attended and completed to gain the Active Leader Award. Due to the lockdown and social distancing restrictions, all the activities will be appropriate to the current Government guidelines. The course has been approved by CIMSPA (www.cimspa.co.uk) and is being funded by Active Oxfordshire (www.activeoxfordshire.org) so there is no cost to register or for the above materials.

The course comprises 10 sessions as follows:

ACTIVE LEADERS – LEADERSHIP AND EMPLOYABILITY THROUGH ACTIVITY				
SESSION	TITLE	TRAINER DELIVERY (20-30 MINS)	ACTIVITY BREAKOUT CHALLENGE (Trainer + 2 to supervise – 30 mins breakout)	FEEDBACK (30 mins)
1	Leadership and employability through activity	Leadership styles and principles; making people feel welcome; what style of leader are you; making a positive first impression; ice-breaker games	Create an ice breaker game for the whole group to play	Play games each group has created (10 mins per group)
2	Safety	Safeguarding; risk management; Identifying hazards in activity situations (include relevant egs like river jumping, BBQ and games)	Risk Management on-line 'qualification'	
3	First Aid	Injury prevention; dealing with emergencies; CPR and relevance, video demonstration, use of defib	On line first aid course	
4	Planning and Preparation	Core skills needed when delivering activity: setting objectives, planning and presenting, communicating, motivating, promoting inclusivity, giving feedback	Plan an activity session (eg to celebrate a 10 year old's birthday; to entertain 3 young children; to help elderly care home residents keep mobile)	Each group presents; feedback from all
5	Creativity in leadership	Invent an activity/game; developing teamwork and problem-solving skills; using household items for equipment	Invent a game (various challenges to be included eg family with only indoor space; elderly people mainly seated; deaf family)	Present invented game back to the group
6	Marketing and Communication	Communicating a message; using the media; reaching your audience	Create an advert for a family garden activity kit bag	Present advert; group feedback
7	Creating an event	Components of event organization and planning an event; allocating roles and responsibilities	Plan a fund-raising activity event for the local hospital	Present ideas to group
8	Budgeting	Creating an event budget; income, costs, what can be secured for free? What does economies of scale mean? How does this relate to weekly budgeting	Create a budget for a specific type of event; including overcoming specific challenges	Present budget to group
9	Career development – being a great candidate	Creating a CV; making an application; skills employers are looking for; health and well-being; articulating your abilities; demonstrating experience	Mock interview practice within groups	Interviews – participants interview each other
10	Community work experience	Opportunities to put skills into practice in community volunteering – discuss with school/CSP/external providers	Practical experience (ideally 2 hours – options to be discussed) and interview to complete Active Leader reference and certificate	

Students need to be able to join the course via Zoom and will be sent an invitation via e-mail to click on for each session.

The course is being delivered by accredited Active Leader trainers who have the appropriate certificates in place, in accordance with Maiden Erlegh Chiltern Edge policies and procedures.

The only criteria to take part is a willingness to join in. No prior experience or sporting/activity ability is necessary.

A number of previous students have become Active Leaders and we can highly recommend the course to you. In the local Sonning Common area, Active Leaders has been proactive in providing fun games and programmes throughout the community and those who train will be encouraged to become involved and support such future activities. Details about Active Leaders Ltd can be found at www.activeleaders.co.uk.

The course is limited to 12 participants and places will be allocated on a first come, first served basis. Please e-mail d.hunter@maidenerleghtrust.org by **Wednesday 6 May** to register your interest. Once places have been allocated we will provide further details, including a connectivity check to make sure everyone can access the Zoom format before the course starts.

Yours faithfully

A handwritten signature in black ink, appearing to be 'D Hunter', written over a horizontal line.

Mr D Hunter
Head of PE
Maiden Erlegh Chiltern Edge