

School/School Games Organiser or LOC Group - Event Information and Application Guidance

Please read this document carefully before submitting an application.

Event Information

The 2020 School Games National Finals are taking place in Loughborough between Thursday 3rd September and Sunday 6th September (Training 3rd September) and we are looking for over 300 to support the delivery of the event. There are a number of volunteering opportunities available, with roles ranging from ticket selling to event media.

The event will be held across a number of Loughborough University Venues. Volunteers will be required to support each day of the event. Athletes from 11 different sports will be competing in the 2020 National Finals.

The sports involved are Athletics, BMX, Rowing, Cricket, Cycling, Hockey, Modern Pentathlon (Lazer Run), Netball, Triathlon, Wheelchair Basketball and Wheelchair Tennis. Three sports incorporate disability events – Athletics, Cycling and Triathlon – with two sports being Paralympic Sports only – Wheelchair Tennis and Wheelchair Basketball.

Around 1,300 of the nation's potential future sports stars will participate in total. The Youth Sport Trust has overall responsibility for the management of the event and are working with Loughborough University and Leicestershire and Rutland Sport to support the recruitment, training, deployment and management of the individual volunteers.

Through this event we aim to reward and recognise a diverse workforce of skilled, trained and enthusiastic young and adult volunteers and inspire them to continue their volunteering journey beyond this event.

We are looking for friendly, outgoing and competent young people to fulfil a variety of volunteer roles. Volunteers will be acting as representatives for the event, therefore the right attitude is essential. No specific experience is required, and briefings/training will take place prior to the event to ensure that you are fully prepared for your role and responsibilities.

School groups will be allocated shifts across the course of the weekend within a minimum of two different sports. Volunteer roles will vary and are subject to change, role descriptions are available upon request. In addition to sport specific volunteering, school groups will have an opportunity to view some of the sporting action and attend educational sessions.

Please note that:

- There is a mix of opportunities available with a limited number of these being residential. For those, it is a fully paid residential volunteering opportunity. Accommodation and food are all paid for, young people are expected to make their own way to Loughborough with 2 supporting staff.



- For non-residential opportunities, lunch and snacks will be provided, but accommodation must be sourced separately, and arrangements will need to be made for arrival and departure from the site daily.
- Young Volunteers must be available for the duration of the event and have written permission from their school and parent/guardian/carer.
- All Young Volunteers as part of the volunteer team will be provided with a uniform of a t-shirt and hooded sweatshirt to wear during the event when deployed in volunteering roles but will be required to provide their own full length tracksuit bottoms (no jeans) and trainers.
- The Youth Sport Trust will be responsible for the duty of care of Young Volunteers for the duration of the residential volunteering experience. All will be expected to follow the YST's Code of Conduct.

Application Guidance for School Groups/School Games Organiser Groups/Local Organising Committee Groups

- We are seeking applications from 12 School/School Games Organiser/Local Organising Committee groups comprising of eight young people **aged 14 to 17** (young people must be no younger than 14 or older than 17 on or after 6th August 2020) and two members of staff to volunteer at the 2020 School Games National Finals.
- Applications will only be accepted from the above groups who can commit to their **WHOLE** group including the members of staff being available from Thursday 3rd September – Sunday 6th September 2020 inclusive.
- YST is only able to provide overnight/residential accommodation to 7 groups. Please indicate on the application whether or not overnight accommodation is required and whether or not you still wish to apply if we are not able to provide this.
- Only one application per school, SGO or LOC will be accepted. Please note that more than one school can apply in a SGO or LOC area.
- If you require assistance to complete the application form, please contact Izzy Perry on Izzy.Perry@youthsporttrust.org. Please ensure that you include up to date contact details including email and phone numbers. We will contact you by email and/or mobile.
- The closing date for applications is 5pm on **Friday 8th May**. Applications received after this deadline will not be considered for this volunteering opportunity.
- The applications received will be assessed by the Youth Sport Trust.



The criteria used to assess applications will be based on:

1. Knowledge and experience of the members of staff in managing a group of young people in a residential environment
 2. The reasons why the school/SGO/LOC group wants to be involved and what impact and difference it will make to the school/SGO/LOC and its young people before, during and after the event
 3. The sports volunteering experience of the group across different levels of school and community sport
 4. The level of commitment made by the young people to volunteer in sport and the values which underpin their volunteering
 5. The training and development opportunities which the young volunteers have undertaken
- School/SGO/LOC Groups will be advised of the outcome of their application by **Monday 18th May** via email.
 - Successful School/SGO/LOC Groups will be required to register individual contact information on the Event Management System (EMS) by **June 2020**. This will require detailed information and a passport photo being uploaded for each of the 8 young people and 2 members of staff accompanying them.
 - SGO/LOC/School groups from within Leicestershire and Rutland will be required to attend a face to face safeguarding workshop prior to July 2020. We will liaise with successful groups individually to agree workshop logistics. Some local travel by school groups may be required. All residential groups will receive safeguarding training on Thursday 3rd September on arrival in Loughborough.