

Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



Programme Guidance

What will Schools receive from being involved?

Resources	E-Learning Packages	National Training	Regional Training	Local Training	Funding	Other
X	X	X			X	X

Who is eligible for this Programme?	
<ul style="list-style-type: none"> • Secondary Schools • Based in on of the following areas of the UK. Burnley, Devon, Dundee, Hartlepool, Islington, Leicester City and Swansea 	
Challenges addressed through Set for Success	
<p>The programme aims to use the power of sport to make a fundamental difference to the lives of young people facing an identified range of challenges to:</p> <ul style="list-style-type: none"> • Provide opportunities for young people at risk of not reaching their full potential to develop valuable life skills. • Developing character traits, leadership and transferrable skills that will aid young people in further education or employability • Raising aspirations, narrowing the gap and enabling social mobility 	
Outcomes and impact	
<p>For the School/Deliverer</p> <ul style="list-style-type: none"> • Improved attitudes, behaviours and attendance of young people engaged in the programme. • Enhance the connection between school and local training providers/employers to increase likelihood of improved destination for pupils (Career and Education). • Increased engagement in Sport and Physical Activity of young people involved. 	<p>For the Young People</p> <ul style="list-style-type: none"> • Improved attitudes, behaviours and attendance of young people engaged in the programme. • Enhance the connection between school and local training providers/employers to increase likelihood of improved destination for pupils (Career and Education). • Increased engagement in Sport and Physical Activity of young people involved.

Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



- Access to Professional Skills Award and Level 1 Professional Skills Qualification for students.

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What are the expectations for delivery by successful schools?

Recruitment

Per year of the programme, you will be required to select a minimum of 10 students in Year 9/S3 (must all be in same year), that for a variety of reasons may have been identified as being 'at risk' of not achieving their full potential or at risk of becoming NEET (Not in Employment, Education or Training). The maximum number of young people you will be able to select for the programme per year is 15. To account for potential, drop off, we would strongly encourage you to recruit at the higher end to ensure 10 young people complete the full programme.

The below are a set of proposed criteria to support and identify your student cohorts. This list is not exhaustive, and we will work with all schools to support the identification of the right students. We also appreciate you will know your pupils and therefore will be best placed to identify young people that are most at risk. It's likely these pupils will have a combination of the following factors:

- Low predicted grades in Maths and English
- Poor attendance
- High levels of negative behaviour reported
- Low individual aspiration
- From a low-income family

These young people must be prepared to commit to the programme for two years to maximise impact.

Athlete Mentor Sessions

All Schools will be allocated an Athlete Mentor to deliver the core content for the Set for Success Programme.

There will be 8 sessions delivered to the year 1 group in total (8 half days).

Session Number	Theme
Session 1	Introduction, getting to know you and communication
Session 2	Self-Belief
Session 3	Teamwork
Session 4	Self-Management

Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



Session 5	Problem Solving
Session 6	Skills in Practice
Session 7	Self-review and reflection
Session 8	Self-review, Reflection and Planning for Empowerment Event

To support the learning and development of young people, you will be required to deliver teacher led sessions in-between Athlete Mentor delivery. These sessions will be crucial to ensuring that the cohort are reflecting on completed activity, applying skills developed in their wider school lives, signposting and connecting opportunities beyond Set for Success and ensuring that the workbook is completed to enable every young person to achieve the Wimbledon Foundation Professional Skills Award.

Social Action Project

As part of the Set for Success programme, all young people will be required to take part in some form of social action. This will be teed up by the Athlete Mentors and discussed across the delivery of content but will happen outside of the core sessions and will be facilitated and supported by the school.

The social action project will take place alongside programme delivery and can be:

- Delivered within the school or local community
- Should be something that the young people are passionate about, but have a connection to health and wellbeing, sport or physical activity in some way
- Could be done as a whole group, individually or in small groups
- This does not have to be the delivery of an event, it could be campaigning, influencing, delivery, marketing, mentoring etc. the most important aspect is for it to be driven by the young people themselves
- Does not have to extend for a specific period but should have a core objective and an impact that the young people aim to see
- The activity could take place outside of school hours and could involve the young people working on a project at home. The school does not have to oversee all activity, but ensure it's appropriate, support the young people to plan and reflect in addition to ensuring the end goal is achievable or at least there is an outcome of sorts even if this isn't the one the young people desire.

Empowerment Events

Empowerment events will be taking place in June/July 2025. Empowerment Events have been designed to:

- Provide the young people with an opportunity to share their journey's, celebrate success and personal development

- Celebrate and connect with like-minded young people from across their local area
- Share social action activity creating an environment for which to continue to inspire the young people to drive change within their local communities
- Have an opportunity to connect with local employers reflecting upon skills developed through the programme and future doors this may open

All schools taking part within the local area will come together for the Empowerment Day. This will be planned and delivered by the YST, and Lunch will be provided for all schools to support their participation.

Programme Year 2

We are looking for schools to take part in the programme for a period of three years. During the second year, a new cohort of young people will take part in the first year as referenced above. The first cohort of pupils will continue to remain engaged, acting as peer support for the next cohort coming through.

For the year 2 cohort there will be 3 half day athlete mentor visits delivered to the group, sessions will focus on: Self Review/Goal Setting, Feedback, supporting Others/Buddying Up, Employability and Reflection. Once again to support the young people, teachers will be required to deliver teacher led sessions after each Athlete Mentor delivery.

During this period second year pupils will have the opportunity to upgrade their Professional Skills Award to a Qualification.

The third year of the programme will be the second group of students moving into year 2 of the programme.

Employability Toolkit

Every school on the programme will gain access to the Employability Toolkit website, this site will have a range of resources, videos, helpful links and more; for teachers to support students on the programme and the wider school in careers and employability. Schools will continue to have access to this site after their 3 years on the programme.

What support will successful schools receive from Youth Sport Trust?

Successful schools will receive:

- Capacity funding
- Programme t-shirts for students
- Training, support, and assistance from YST including a dedicated YST Programme Manager, YST Programme Officer and YST Project Officer.
- Programme resources and access to a dedicated YST Athlete Mentor who will support your programme for the duration.
- All Award and Qualification licenses for all pupils taking part in the programme.

- An online employability toolkit that teachers can use to support students on the programme and the wider schools' careers and employability offer.
- Potential additional opportunities for some schools, which could include visiting the All England Lawn Tennis Club grounds, (please be aware that this is not guaranteed).

Research, monitoring and evaluation requirements

All schools taking part in a YST programme are required to complete a programme reporting survey to provide us with information on:

- The number of people taking part in the programme at your school, including an overall breakdown of young people's gender, ethnicity, eligibility for free school meals, and special educational needs and disabilities (SEND).
- Any benefits of taking part in the programme.
- Your views of the programme.

This information will be captured through an online survey which will be sent to you at the end of the academic year. There may also be a requirement to provide a maximum of two interim updates throughout the academic year as part of this programme reporting survey.

This programme will also be part of a wider research project that will help us to develop a greater understanding of how the programme is working and the benefits of taking part. This research may include, but is not limited to, surveys, observations, interactive activities, discussion groups or interviews with yourself, the young people taking part, and other stakeholders involved in the programme.

This information is important for us to understand how our programmes are being delivered and to demonstrate the reach and benefits of our work. It is crucial in supporting us to secure future funding to continue our work.

Supporting us with these research, monitoring and evaluation requirements is part of your commitment to the programme and your agreement with the YST.

Contact Details

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Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



Terms and Conditions for Schools

GENERAL

1. These terms and conditions apply to the delivery of any programme (“**the Programme**”) by a school (“**the School**”) on behalf of Youth Sport Trust (“**YST**”).
2. The School is deemed to have accepted these terms and conditions upon submission of an application or expression of interest to deliver the Programme.
3. Programmes may be subject to funding confirmation and therefore, there is no guarantee that the Programme will proceed.
4. The School will receive written confirmation from YST that they have been selected and approved to deliver the Programme. Selection decisions made by YST are final.

DELIVERY

5. Following confirmation of selection, the School shall comply with the expectations as set out in the Programme Guidance Document (“**PGD**”), including taking part in any research or evaluation of the Programme.
6. Where YST membership is a requirement for the School in relation to the delivery of the Programme, the School shall ensure that the membership fee is paid before any delivery commences.

FUNDING

7. Where applicable to the Programme, payment of funding will be subject to the achievement of key milestones and deliverables, as set out in the PGD.
8. At the end of the delivery, YST reserves the right to reclaim a percentage of any payments made, in proportion to any key milestones and deliverables not achieved by the School.
9. YST reserves the right to complete an onsite audit of the School, if the School:
 - a. is in (indirect) receipt of public funds through any of the monies paid to the School by YST; or
 - b. is in receipt of a total income from YST of more than £20,000 within a 12-month period; or
 - c. fails to submit reporting in compliance with the requirements of the Programme, as set out in the PGD.

SAFEGUARDING, EQUALITY, DIVERSITY AND INCLUSION

10. The School agrees to abide by the standards and principles of safeguarding good practice and the YST’s Safeguarding Policy, details of which and associated guidance can be found here: www.youthsporttrust.org/safeguarding

Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



11. The School agrees to deliver the Programme in a fair, equitable and inclusive manner, with dignity and respect, and comply with the YST's Equality & Diversity and Trans & Non-Binary Inclusion policies, which can be found here: www.youthsporttrust.org/equality-and-diversity.

INTELLECTUAL PROPERTY RIGHTS

“**Intellectual Property**” means mean all intellectual property rights, including (without limitation) patents, trade marks, service marks, trade or business names, goodwill, confidential information, database rights, rights in designs, copyrights, moral rights, and all inventions, know-how, and all similar and analogous rights, in each case whether registered or unregistered.

12. All and any use or application of the brand, association and goodwill comprised in the words “Youth Sport Trust” and any YST owned trademarks and logos by the School shall be strictly in accordance with the YST’s brand guidelines, a copy of which is available on request.
13. All Intellectual Property Rights in the content of the Programme and any related resources and materials are owned by YST (or licenced for use by YST) and, in delivering the Programme, the School will not obtain any rights whatsoever in such content, resources and materials.
14. The School shall not reproduce, use or distribute (including electronically) any Programme-related Intellectual Property, including but not limited to Programme content, resources and materials, other than for the sole purpose of delivery of the Programme.

DATA PROTECTION

“**Data Protection Legislation**” means all applicable data protection and privacy legislation in force from time to time in the UK including the Data Protection Act 2018; the UK GDPR (as defined in the Data Protection Act 2018); the Privacy and Electronic Communications Directive 2002/58/EC (as it has effect in the United Kingdom from time to time) and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended.

15. Neither party shall provide any personal data to the other party in connection with the Programme delivery, and, to the extent that the School processes personal data in connection with this Agreement, it acknowledges that it does so as an independent controller and shall comply with Data Protection Legislation.
16. During the course of the Programme delivery the YST may process personal data relating to School personnel. the School shall ensure that it makes such Personnel aware of the YST’s privacy policy, which is available at: www.youthsporttrust.org/privacy-policy.

LIABILITY

17. In no event shall YST be liable to the School for: loss of profits; loss of business; depletion of goodwill or similar losses; loss of anticipated savings; loss of goods; loss of use; loss or

Programme Delivery 2023/24

Programme Guidance and Terms and Conditions for Schools



corruption of data or information; any special, indirect, consequential or pure economic loss, costs, damages, charges or expenses.

18. Subject to clause 19 below, YST's entire liability to the School arising out of or in connection with these terms and conditions, regardless of the cause of action or legal liability, shall not exceed 100% of the Programme-related funding paid by YST to the School.
19. Nothing in this Agreement shall limit or exclude the liability of YST or the School for: death or personal injury resulting from negligence; fraud; or fraudulent misrepresentation.

FORCE MAJEURE

20. YST or the School will not be liable for any failure or delay in the delivery of the Programme, which is caused by circumstances beyond its reasonable control.
21. Where such circumstances occur, Programme delivery obligations will be suspended for so long as such circumstances continue, or the Programme may be cancelled, in which case the School will be notified by YST.

DISPUTES

22. If any dispute shall arise out of or in connection with these terms and conditions, YST and the School agree to discuss such in good faith.