



HALTON FARNWORTH HORNETS arlfc

VOLUNTEERS - Continued Professional Development (CPD)

CLUB POLICY STATEMENT – Volunteer Signatory Evidence Document

As a functional accredited club, the Halton Farnworth Hornets (HFH) aim to give all of its **VOLUNTEERS** the widest horizon possible for furthering their education in the Rugby League environment.

This includes for the provision of payment of all costs associated with attending courses, workshops, etc, in order to attain specific qualifications. These could be in the field of Coaching, Child Protection, First Aid, Match Officials course, etc.

Recently, these types of courses, workshops, etc, have risen significantly in their financial cost element. As a result, the Halton Farnworth Hornets club have been left with no other choice other than to protect their investment.

With **immediate effect**, any HFH **VOLUNTEER** wishing to enrol on a specific course, workshop, etc, and for which approval from the HFH Executive Team has been sought, shall enter into a formal agreement with the HFH Club.

The financial commitment made by the HFH Club must be matched by the loyalty and commitment of the individual HFH **VOLUNTEER**.

THIS FINANCIAL COMMITMENT SHALL BE GOVERNED BY THE RFL, UKCC OR ANY OTHER GOVERNING BODIES' COURSE/WORKSHOP CHARGES APPLICABLE AT THE TIME OF THE VOLUNTEER MAKING THE BOOKING.

To safeguard the HFH Clubs financial investment, a HFH **Volunteer** must agree and abide by the following clauses:

- (i) If a HFH **VOLUNTEER** should leave the HFH Club **within 12** (twelve) months of completing the courses or workshop, they shall reimburse the HFH Club the full one **100%** (one hundred percent) valuation of the course, workshop, etc.
- (ii) If a HFH **VOLUNTEER** should leave the HFH Club **within 24** (twenty four) months of completing the courses or workshop, they shall reimburse the HFH Club **50%** (fifty percent) valuation of the course, workshop, etc.
- (iii) If a HFH **VOLUNTEER** should leave the HFH Club **within 36** (thirty six) months of completing the courses or workshop, they shall reimburse the HFH Club **25%** (twenty five percent) valuation of the course, workshop, etc.

In order for a HFH VOLUNTEER to enrol on any sanctioned course, workshop, etc, they must complete the following declaration:

[This shall be at the discretion of the HFH Executive Team]



I [HFH **VOLUNTEERS**' print full name] _____

hereby agree to the Halton Farnworth Hornets arlfc Policy Statement on HFH **VOLUNTEER** Continued Professional Development and I shall abide by the Club Policy Statement in the event that I should leave the HFH Club for whatever reason.

I therefore wish to enrol on the following course, workshop, etc, full details of which are:

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| Name of course, workshop, etc: | |
|---------------------------------------|--|

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| Name of body organising the course, workshop, etc: | |
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| Date of course, workshop, etc: | |
|---------------------------------------|--|

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| Venue of course, workshop, etc: | |
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| Qualification sought from course, workshop, etc: | |
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| Full cost of course, workshop, etc: | |
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I, the above named HFH **VOLUNTEER**, hereby sign to declare my agreement as stated above.

Signature _____ Date _____

For office use only:

Course, Workshop, Etc, Approved: Y / N Approved By: _____

Course, Workshop, Etc, Completed: Y / N Date Certificate Received: _____

Commencement Date for This Policy Statement to Take Effect: _____

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| <p>History: Date VOLUNTEER started with the HFH Club _____</p> |
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