

SI

# ACTIVITY CAMPS

# QUALITY ASSURANCE POLICY



**ASHVILLE**  
HARROGATE

SI

FOUNDATION

# 1. Policy Statement

Sporting Influence Ltd is committed to delivering high-quality, safe, and impactful sports coaching, physical education, and activity provision across schools, camps, and community settings.

We aim to:

- Provide consistent, professional, and engaging sessions.
- Continuously improve standards.
- Meet and exceed partner expectations.
- Ensure safeguarding and welfare remain central to all delivery.
- Maintain compliance with relevant legislation and best practice.

Quality assurance is embedded in all aspects of our planning, delivery, staffing, and review processes.

## 2. Scope

This policy applies to:

- All Sporting Influence employees
- Freelance coaches and contractors
- Volunteers
- Senior management and directors
- All delivery environments (schools, camps, community venues)

## 3. Quality Assurance Principles

Sporting Influence Ltd operates under the following principles:

- **Child-centred approach** – The needs, safety, and development of children are paramount.
- **Consistency** – All sessions meet agreed company standards.
- **Accountability** – Staff are responsible for maintaining professional standards.
- **Continuous Improvement** – We actively review and refine our practice.
- **Transparency** – Feedback is welcomed and acted upon.

## 4. Safer Recruitment & Staff Quality

To ensure high standards:

- All staff undergo safer recruitment procedures.
- Enhanced DBS checks are completed before delivery.
- References are verified.
- Qualifications are checked and recorded.
- Induction training is mandatory.

Staff must:

- Hold appropriate coaching qualifications (where required).
- Maintain safeguarding/first aid and prevent training.
- Attend CPD opportunities annually.

## **5. Session Planning & Delivery Standards**

All sessions must:

- Be appropriately planned.
- Be inclusive and differentiated.
- Promote positive behaviour.
- Align with curriculum or agreed programme objectives.
- Include clear learning intentions.
- Maintain safe ratios and supervision.

Coaches are expected to:

- Arrive prepared and on time.
- Wear appropriate Sporting Influence branded clothing.
- Demonstrate professional conduct at all times.
- Follow safeguarding and health & safety policies.

## **6. Monitoring & Evaluation**

Quality is monitored through:

### **6.1 Observations**

- Scheduled and unscheduled session observations.
- Feedback provided in writing and verbally.
- Action plans created where required.

### **6.2 School Feedback**

- Twice yearly headteacher meetings.
- PE Lead feedback.
- Informal check-ins.

### **6.3 Camp Reviews**

- Daily debrief meetings.
- Parent feedback surveys.
- Incident and safeguarding reviews.

### **6.4 Staff Self-Reflection**

- Coaches encouraged to reflect on delivery.
- Peer observation opportunities where appropriate.

## **7. Performance Management**

Where standards fall below expectation:

- Support and mentoring will be provided.
- Clear improvement targets will be set.
- Follow-up observations will take place.
- Persistent underperformance may result in formal disciplinary procedures.

High performance will be recognised and rewarded where appropriate.

## **8. Safeguarding & Compliance Integration**

Quality assurance includes:

- Safeguarding compliance checks.
- Risk assessment reviews.
- First Aid certification monitoring.
- Health & Safety audits.
- Policy compliance reviews.

No quality standard overrides safeguarding or safety requirements.

## **9. Data & Impact Measurement**

We measure impact through:

- Participation levels.
- Attendance data.
- Pupil progress indicators (where applicable).
- Behaviour and engagement outcomes.
- Stakeholder satisfaction surveys.

This data informs:

- Programme adjustments.
- Staff development.
- Strategic planning.

## **10. Complaints & Feedback**

We encourage open communication.

Feedback may be received from:

- Schools
- Parents
- Children
- Staff
- Community partners

All complaints will:

- Be logged.
- Be investigated promptly.
- Receive a formal response.
- Inform improvements where required.

## **11. Continuous Professional Development (CPD)**

Sporting Influence Ltd commits to:

- Annual safeguarding updates.
- Ongoing coaching CPD.
- Leadership development for senior staff.
- Regular team meetings for best practice sharing.

Staff are encouraged to identify development needs.

## **12. Review & Improvement Cycle**

Our quality cycle includes:

- Plan
- Deliver
- Monitor
- Review
- Improve

This cycle is embedded across all services.

## **13. Governance & Oversight**

Senior Management is responsible for:

- Reviewing quality reports.
- Analysing feedback trends.
- Ensuring compliance.
- Updating policies.
- Setting strategic quality objectives.

## **14. Policy Review**

This policy will be reviewed:

- Annually
- Following significant complaints
- Following safeguarding incidents
- Following operational changes

## **Approval**

Approved by: C Doey

Position: Camp Lead

Date: 27/02/2026

Review Date: 27/02/2027