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British Triathlon

First Aid Provider

Tender document

**January 2023**



# British Triathlon

# First Aid Tender opportunity

## Overview British Triathlon

British Triathlon is a Federation, whose members are the Home Nation's Associations of Triathlon England, Triathlon Scotland and Welsh Triathlon.

British Triathlon is responsible for matters such as the Great Britain Elite, Paratriathlon and Age-Group Teams, British and International events, Anti-Doping and International Representation. British Triathlon also manages a number of services that are shared with the three Home Nations.

Through the Home Nations, as home to Triathlon and swim, bike, and run, we also run coaching qualifications and continuous professional development course for coaches delivering activity in clubs, 1-2-1 sessions and through our pathway programme.

We pride ourselves on our values. These are:

* We are people-centred
* We are ambitious
* We are inclusive
* We do what’s right

During 2021 we conducted a large scale piece of research and insight called Project 21. This has led to our new Education and Learning Strategic Framework 2022 – 2027. This encompasses all of our future learning and development for coaches and wider workforce. A copy can be viewed [here](file:///C:\Users\EmmaHatfield\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\Project%2021\Strategic%20Framework%202022-2027\British%20Triathlon%20Education%20and%20Learning%20Strategic%20Framework%202022-2027%20FINAL.pdf).

**First Aid Provision for coached triathlon activity**

Coaches must ensure all sessions have appropriate First Aid provisions in place. On some occasions this is the coach, but may also be provided by facility staff, event organisers, or a dedicated first aider role.

In line with our coaching guidelines the Definition of a first aider is: An individual who has attended a recognised course of training. This could be delivered by an organisation such as St John Ambulance, or may be delivered by employers in-house (part of staff training).

In line with the Health and Safety Executive (HSE), we consider a first aider is someone who has undertaken training appropriate to the circumstances. They must hold a valid certificate of competence in either:

* first aid at work
* emergency first aid at work
* any other level of training or qualification that is appropriate to the circumstances

To help keep their basic skills up to date, it is strongly recommended that first-aiders undertake annual refresher training.

Certificates for the purposes of first aid at work last for three years. Before their certificates expire, first-aiders will need to undertake a requalification course as appropriate, to obtain another three-year certificate. Once certificates have expired, the first aider is no longer considered to be competent to act as a workplace first aider.

**First Aid Training for Triathlon Coaches**

We are looking to work with a Training provider(s) offering First Aid training including Triathlon | swim, bike, run specific examples of injuries likely to occur when participating in our sport. We recommend a three-year renewal for first aiders.

We would coordinate the courses centrally through our coaching team, offering them to our network of coaches across England and Wales. This would be a central contract and you would be required to work through British Triathlon and the relevant Home Nation to offer such education to coaches and our wider network for first aiders.

You would be acknowledged as a “Recognised First Aid training provider for British Triathlon” and we’d enter a service level agreement.

**Opportunity to tender**

We are looking to work with one or multiple training providers to offer consistent affordable first aid training for our coaches and wider triathlon family, ensuring participation is taking place in a safe environment with appropriate first aiders in place. We anticipate requiring one first aid course per English Region (9) and two in Wales per year.

In your expression of interest please provide us with a breakdown of:

* Your organistaion name and relevant website link.
* Contact details for the main contact and their role.
* What your course covers.
* If your course is mapped to a standard or an awarding body.
* Any specific triathlon (swim, bike, run) injuries you either already cover or propose you can include in the training.
* The duration of the course and your method of delivery e.g. face to face, blended learning.
* Venue requirements for delivery of your training.
* Your suggested cost breakdown associated with running your training course.
* Minimum and maximum training numbers.
* Details of why you would like to work with British Triathlon and provide training for coaches.
* Geographical areas you propose you can cover e.g. England, Wales, or North West and North East Regions of England.
* Information on your tutor / facilitator workforce, your recruitment process, and the qualification and competencies you require of your deliverers.
* A copy of your cancellation policy and terms and conditions.
* Any additional information you feel adds value to your expression of interest to tender to be a Recognised First Aid training provider for British Triathlon.
* Details of equipment you have and supply and/or require.

**Timescales and process**

For any further questions or to submit your expression of interest please contact the team at [coaching@britishtriathlon.org](mailto:coaching@britishtriathlon.org) Tel: 01509 226172

**Expressions of interest must be submitted by midday Monday 20 February for consideration.**

Following the closing date, your expressions of interest will be reviewed by the team. If we’d like to hear more, you will be invited for an online conversation with the team here at British Triathlon, planned for Thursday 2 March.

Successful providers will be asked to sign and adhere to a service level agreement between British Triathlon and the named first aid provider for a minimum of two years.