



SETTING UP A TRIATHLON CLUB IN WALES

HUB

SPORTTAPE 

sportwales
chwaraeon cymru

BRAV
ENDURANCE

OUR PURPOSE

To develop a triathlon community that enhances the well-being of current and future generations in Wales.



EIN PWRPAS

Datblygu cymuned triathlon sy'n gwella lles cenedlaethau heddiw ac yfory yng Nghymru.

INTRODUCTION

Welsh Triathlon would like to welcome you on your journey to setting up a new club. By setting up a new club you are providing more people with the opportunity to participate in triathlon.

This guide is intended for anyone thinking of starting a new triathlon club. The guide will take you through the processes which you will need to consider in setting up your new club. Throughout the guide, we will signpost and link you to resources which are available, and may be useful as you look to set up your triathlon club.



WHY SET UP A CLUB

Before you look to set up your club there are some things you may need to consider:

- What the purpose of your club will be?
- Check whether there are existing clubs in your area.
- Assess whether there is a demand for a new club in your area.
- Who do you want to encourage to join your club?
- Will your club have a junior section?



HOW TO AFFILIATE

Contact Welsh Triathlon by emailing admin@welshtriathlon.org or telephone 0300 300 3128

We will have a conversation about your club, club development plans and what support we can provide you

You will then need to visit our website [here](#) to sign up your club



SUPPORT FOR YOUR NEW CLUB

Welsh Triathlon's participation officer will be able to provide you with information, support and advice, as you set up your club.

Welsh Triathlon also hold club forum's bi-monthly which act as a platform for club members to share ideas and find out about the work Welsh Triathlon is doing. Information around club forum dates will be sent to your club lead as well as published on the Welsh Triathlon club Facebook Group.



SUPPORT FROM SPORT WALES

Sport Wales offer community grants, which you can find out about [here](#). These grants are aimed at helping increase participation and improving the quality of clubs across Wales.

Club Solutions is also an excellent platform that provides club development and governance resources to support the day to day running of your club. Visit Club Solutions [here](#)



OTHER SUPPORT

It is really key that you get in touch with your local sport development team as they support Sport Wales with funding applications and Welsh Triathlon work closely with them to support community level delivery.

Other clubs also provide an excellent point of support and advice when developing a club. They may have learning from their journey that can guide you as you start your club. Find a triathlon club near you [here](#).



VOLUNTEERS

In setting up your club you may want to consider recruiting a few people to form a small committee. This will help you in running your club by dividing tasks as well as bring different ideas and skills. Please note that your main club contact will need to be a Welsh Triathlon member. Sign up for membership [here](#).

As you continue to plan for your new club you should also decide on a club name and create a club constitution. You may want to set up a bank account for your club which will help you to manage the club's money



JUNIOR SECTIONS

If you would like to set up a junior club, or include a junior section within your club, you would follow the same steps as setting up an adult club. You will, however, need Safeguarding and Protecting Children policy and procedures in place. You can find more information [here](#)

You will also need to have a welfare officer in place who will need to have completed a Time to Listen course.

All coaches and welfare officers need to complete [Safeguarding and Protecting Children and Time to Listen Training](#) as well as complete a British Triathlon [DBS](#)

It is important that all individuals involved have completed a self-declaration form and have more than one adult present during activities



WHY AFFILIATE TO WELSH TRIATHLON

By affiliating your club, members will benefit from a reduced fee for individual membership with Welsh Triathlon.

Your club will also be published on the Welsh Triathlon website

Club Insurance for your volunteer committee and public liability insurance.

Access to club accreditation and WSA (Welsh Sport Association) services

Advice and support from Welsh Triathlon staff

Club Forums and exclusive giveaways

Members can race under the club name across the Welsh Super Series, National Championships and other events



CLUB INSURANCE

A club and its officers could be found negligent in their duty to members, participants, spectators, facility providers and the public. As a result, they could be held liable for accident, injury or damage to property or individuals. Should a club be found to be liable, it may be possible for damages to be recovered from any/all club members.

For more detail on what is covered through club affiliation click [here](#)

All affiliated clubs will have access to a copy of the insurance certificate. For further information around insurance and what support your club gets please visit our insurance centre [here](#)



CLUB TRAINING

Within your club you will want to arrange training sessions for your members. Depending on the experience of your members, you will need to decide whether to cater activities to recreational participants, novices, juniors, experienced athletes, or all four.

As you club continues to grow, you will probably want to develop a coherent pathway to encourage progression from recreational or novice to competitive and long-distance racing.

In running your club, don't forget that members may also enjoy the social side of any club and the opportunity to make new friends. You may want to consider social activities which members can enjoy.



COACHING AND COACH DEVELOPMENT

Coaches will assist in developing and deliver training sessions within your club. Welsh Triathlon's coach education programme aims to support individuals who would like to pursue coaching. You can find more details of available course dates [here](#)

You can find coaching guidelines specific to triathlon [here](#)



FUNDING

Aside from Sport Wales there are several other organisations that can support you with funding to run your club. Below is a list of organisations that can support you.

[Sported](#)

[WCVA](#)

[Sport Relief](#)

[Millennium Stadium Charitable Trust](#)



CLUB ADMINISTRATION

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CLUB ADMINISTRATION CONTD.

For your new club to run successfully you will need to ensure that your club runs smoothly. You may want to consider some of the following:

Will you be charging membership fees or charge for training sessions?

How will you promote your club? Will you have a website or make use of social media sites such as Facebook and Twitter to communicate with current and potential members?

What Health and Safety considerations do you need to make? Will you need to take out additional insurance?

Do you have coaches and how will you support volunteers?

Once your club is up and running you may want to consider doing some of the following:

Does your club need kit?

Arrange training weekends for club members

Hold open nights which will encourage new members to join your club

How can your club be more inclusive?

Send a club representative to Welsh Triathlon's club forums

Consider running your own triathlon event or GO TRI event to help provide extra funds and promote your club to local participants.

Stay in communication with your members via a website or Facebook page by uploading pictures and information.

Consider a monthly newsletter highlighting what has been going on within the club

Host an annual dinner or awards ceremony to celebrate the successes of the club and its members.



Do you have coaches and how will you support volunteers?

CLUB ACCREDITATION

Welsh Triathlon has worked with Disability Sport Wales to develop a triathlon-based Club accreditation program.

The purpose of the accreditation is support and develop triathlon clubs in Wales. The accreditation program will also ensure that clubs are running in a safe, quality environment.

With this, the accreditation program will also ensure that there is alignment in the way clubs affiliated to the home nations operate. We have made it compulsory for all affiliated clubs to have achieved a minimum of bronze accreditation.

As your club is in its early development why not get started on the programme, contact admin@welshtriathlon.org to find out more, and discuss a plan for your clubs progress.



BUILDING A SUSTAINABLE CLUB

It is important that you ensure your activities are dynamic and keep members engaged throughout. A health club is one which regularly recruits new members.

In addition to this a club will remain dynamic by rotating or changing committee members. It is important to continue to review and consider member needs and wants when running your club, and make use of the support Welsh Triathlon can give you in running your club.

It is not easy to run a club; however, it can be rewarding to be involved in an establishment which provides triathlon activities. Take time to enjoy your club and celebrate success.

Sustainability doesn't end with the longevity of your club. Think about what you can do to ensure that your club practices are doing to contribute to the environment, are they green? Are they safe? We are here to help with some ideas so please get in touch



INCLUSIVITY WITHIN YOUR CLUB

Ensuring that your club is inclusive and welcoming for everyone is one of the most important steps in your clubs' development.

We encourage you to put measures in place that will allow anyone to take part in triathlon regardless of their ability or previous experience.

If you would like more information on how to make your club more inclusive, please get in touch with admin@welshtriathlon.org



PLANNING FOR THE FUTURE

As your club continues to grow and expand, you may find it useful to come up with a club development plan.

This will help in improving the activities which you currently offer and will help prepare for any activities which you will start in the future.

For more information, please see the club development plan guide [here](#)





WELSH
TRIATHLON
CYMRU



CONTACT US

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