

COLEBRIDGE TABLE TENNIS CLUB

Role description: Disability Officer


Name of Disability Officer: (Post currently vacant)

Responsible to: Colebridge Management Committee

Main duties

- ➔ To undertake training appropriate for this role, including; safeguarding training (every three years); first aid qualification (every three years); CPD (every two years); enhanced DBS check (every three years), and maintaining a current TTE Coaching Licence.
- ➔ Offer provision for players with disabilities.
- ➔ Offer training opportunities; internal and external.
- ➔ Facilitate development via Solihull Active and other key organisations and partners.
- ➔ Work towards full inclusivity within the club programme.
- ➔ Ensure other coaches have had some relevant training in coaching players with disabilities.
- ➔ Ensure care workers are available to attend and support sessions where necessary.
- ➔ Safeguard and ensure the safety of all attendees with disabilities.
- ➔ Attending committee meetings (including Annual General Meetings).
- ➔ Agree to and act upon Colebridge's Equity and Safeguarding policies; and Codes of Conduct.
- ➔ Arranging handover or succession planning for the position.

Disability Officer - Adopted in Club Committee Meeting minutes

Signed: A handwritten signature in black ink, appearing to read "John A. Le", written over a horizontal line.

Club Chair

Dated: 30th June 2023