|  |  |  |  |
| --- | --- | --- | --- |
| Coach | | | |
| Date/ time and duration | | Venue | |
| No and level of participants | | Linked to other sessions? How many? | |
| Resources/ helpers | | | |
| Aims and objectives of session | | | |
| Allotted time | Activity description | | Equipment/ resources needed |
|  | Introduction/ Warm up | |  |
|  | Coaching Activity 1 | |  |
|  | Coaching Activity 2 | |  |
|  | Coaching Activity 3 | |  |
|  | Cool down/ Summary | |  |
| Evaluation/ Action from session | | | |

**Don’t forget to complete venue check, risk assessment, obtain consent as required and report any accidents/ injuries for every session undertaken**