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| --- |
| 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**