

Welcome to the February Half Term Holiday Courses and Activities 2010

Our Promise

Chelmsford Borough Council recognises the importance and positive role that sport and active recreation plays in enhancing the quality of life of everyone, but especially children.

One of our biggest assets is our Leisure & Cultural Service which provides a wide and dynamic range of opportunities for accessing sport, the arts, entertainment and local heritage.

Our sports centres have built up a well-deserved reputation over the years by providing opportunities for the full spectrum of participants from grassroots to the elite. We believe in delivering quality services, and have received national recognition for this (such as QUEST) in terms of our sports facilities and services.

All of our friendly staff and coaches are highly qualified, holding relevant national governing body qualifications where appropriate and have had CRB (Criminal Records Bureau) checks. All children are closely supervised throughout the duration of their course and in their lunch breaks (if during course time). All necessary equipment is provided FREE of charge during all courses. Safety is a high priority to us and we endeavour to minimise any potential risks.

Our diverse and exciting range of courses and activities are designed to encourage and develop self confidence, as well instil new skills and abilities.

We want your children to be inspired and have a rewarding, enjoyable and memorable experience with us.

Children with Special Needs or Disabilities

We endeavour to ensure that everyone is able to participate fully in our activities and courses. If your child has any special educational needs or a disability, it is important to inform our staff on booking to ensure that the course is suitable for them as the needs of each child vary. If your child requires one-to-one care we require that a carer stays with them for the session.

Important Information

1. Places on any of the courses are allocated on a 'first come, first served' basis and are run subject to demand.
2. For insurance and safety purposes, the Council (Chelmsford Borough Council) cannot accept children under the course age. This is very important as we follow rules and regulations regarding child to coach ratios, which are stipulated by legislation and social services. If a child is to be found to be below the correct age, the Centre will be required to remove them from the course.
3. Please choose courses carefully as important child to coach safety ratios will be affected if courses are changed or altered.
4. It is important that you inform our staff on booking if your child is on any form of medication or has a medical condition that may affect them whilst participating in any form of activity.
5. A parent / guardian is required to be contactable at all times on the listed number / emergency number.

6. The Council reserves the right to remove disruptive children and those who are ill from their courses (as a last resort).
7. **Cancellations** The customer will not be entitled to a refund of course fees for cancellations made by them prior to the course starting and/or sessions they failed to attend. If the child has suffered ill health/sickness/injury which has prevented them taking part on the course, a refund will be issued only on receipt of a valid medical certificate, doctors/hospital note or proof of medication (e.g. prescription issued by doctor). Any refunds in this instance may be subject to an administration fee. Chelmsford Borough Council will provide refund to customers where the Council has cancelled a course / session (if only part of the course is cancelled then the refund will be pro-rata).
8. The Council, or any person concerned with any of the featured courses, will not be liable in the event of the applicant suffering any loss or damage to property as a result of the direct participation in the said course.
9. The Council reserve the right to alter details on this leaflet at any time without prior notification. This information was correct at time of print. Prices are only valid for the stated course date.
10. **Data Protection Act 1998: Fair Collection Notice** – The details you provide on the booking form will be kept on file by Chelmsford Borough Council for the purposes of keeping you informed about future courses and events that may interest you. **If you wish for your details to be kept on file please tick the relevant box on the booking form.**

Distribution of this book

This book has been distributed by the Council directly to all primary schools within the

Borough of Chelmsford, who kindly hand them out on our behalf. In addition, it is provided for distribution to local libraries through Essex County Council, and books are available at the main Tourist Information Centre at the bus station in Chelmsford and at the South Woodham Ferrers Community Centre.

Deliveries of these books to the above locations will be made between Monday 18 to Friday 22 January 2010.

Don't forget that the information is also available on our website www.chelmsford.gov.uk/holidaycourses from Monday 18 January 2010.

Don't miss out on next booklet – Spring Holiday and Summer Term booklet 2010. Available from Monday 1 March 2010.

How to Book

1. Select the course(s) that you want to book.
2. Booking forms are provided. Please use one form per person. **If you require additional forms, please download from either www.chelmsford.gov.uk/holidaycourses or ask at the sports centre reception.**
3. Bookings can be made in person at the relevant centre, by telephone (times when this facility is available may vary between centres so please check the relevant pages for details) or by post.
4. Email, website and postal addresses plus telephone numbers are listed on the centre's pages.

How to Pay

1. All major debit and credit cards are accepted.
2. Please do not send cash with your booking form.
3. **Cheques should be made payable to Chelmsford Borough Council.**

Sports Development Unit

Bookings are taken by post only to Chelmsford Borough Council, Duke Street, Chelmsford, Essex, CM1 1JE
 Telephone for information:
01245 606635 (Cycling courses) or 01245 606979
 Website: www.chelmsford.gov.uk/sportsdevelopment



CYCLEMANIA WEEK!

The Sports Development Unit proudly presents a fun packed week of different cycling activities suitable for ALL the family to join in!

■ ■ Bikeability

with Cycle Training East

It's time to 'get on yer bike' because Bikeability is here; the cycling proficiency of the 21st century! By achieving Bikeability you'll have even more fun on your bike – whether you are riding with friends, learning some new tricks or even aiming for gold!

Bikeability Level 1

Level 1 is where you learn to control your bike. By completing Level 1 you can show you have the skills to ride where there are no cars and that you are ready to start your road training; whether you have a road bike, mountain bike or BMX bike. All work will be done away from the road and children should bring a helmet with them. Please bring your own bike if possible; otherwise you can borrow a bike from the club. Please let us know in advance if a bike is required. Children who pass the session will receive a certificate.

Code	Date	Time	Age	Venue	Price
HFBK1	Monday 15 February	9.30am to 12noon	6 to 11 years	Chelmer Cycling Club	£8

Where Do I Find?

Chelmer Cycling Club – Meteor Way, off Waterhouse Lane opposite the Pitch & Putt

Danbury Outdoors – Well Lane, Danbury, CM3 4AB

South Woodham Ferrers Leisure Centre – Trinity Square, South Woodham Ferrers, CM3 5JU

Melbourne Park Pavilion – Access on Salerno Way, off Melbourne Avenue

Meadgate Church – 162A, Meadgate Avenue, CM2 7LJ

Columbus College – At the end of Maltese Road, off Rainsford Road

Bikeability Level 2

Level 2 is a two day course where you start riding with real traffic, but sticking to quiet roads. By completing Level 2 you can show you have the skills to make a trip safely to on quiet roads and cycle lanes. Please make sure children have cycle helmets with them and bring your own bike if possible; otherwise you can borrow a bike from the club for the session. Please let us know in advance if a bike is required. Children who pass the session will receive a certificate and badge.

Code	Date	Time	Age	Venue	Price
HFBK2	Tuesday 16 and Wednesday 17 February	9.30am to 12.30pm	9 to 13 years	Chelmer Cycling Club	£35

■ ■ Family Bike Ride

with Chelmer Cycling Club

This is an approximately two hour cycle at a gentle pace, suitable for all the family. The ride will depart from Chelmer Cycling Club and will follow a beautiful route along cycle paths in Chelmsford and the surrounding area, with a little road cycling. Younger children are welcome if transported on a child seat, trailer or Tag along bike. Children cycling on their own bike must be at least 8 years old and riders aged 8 -12 years old need an adult to attend the ride with them. Adult and child bikes are available for those wishing to borrow a bike – so there are no excuses for mums, dads and other family members not to join in! If you would like to borrow a bike please let us know in advance. Please note that the cost is £2 per person taking part, including both adults and children.

Code	Date	Time	Age	Venue	Price
HFFB1	Thursday 18 February	10am to 12noon	8+ years	Chelmer Cycling Club	£2

For further details on Cycling courses call
01245 606635.

For further details on Activities for Children
 with Special Needs call **01245 606979.**

If you would like to receive regular e-mail updates contact us on
sportmad@chelmsford.gov.uk or visit our website at
www.chelmsford.gov.uk/sportsdevelopment

Bookings and payments for Sport Mad courses:

Booking is essential for all our courses so send the booking form and payment in early to avoid disappointment. Bookings are taken by post only to Sports Development Unit, Chelmsford Borough Council, Duke Street, Chelmsford, Essex, CM1 1JE. Payment can be made by cheque, postal order or card.

