

This Strategy applies to The Southend on Sea Rifle and Pistol Club, SRPC

1. INTRODUCTION

This document sets out the strategy and policies that drive the training programme, (The Programme), and includes:

1. The Aim of the Club
2. The Training Strategy
3. The Training Objective
4. The Training Policy
5. The Evaluation Policy
6. The Assessment Policy

It is a dynamic document and will change as required to meet the needs of the Law, Club and its members.

2. AIM

The aim of the Club was initially to encourage skill in Rifle and Pistol shooting by providing instruction and practice in the use of these firearms to any of Her Majesty's subjects so that they will be better fitted to serve their country in the Armed forces, Territorial Army or any other organization in which their services may be required in the defence of the realm in times of peril.

In more recent times it has changed to encourage and facilitate the development of and participation in the sport of target shooting.

3. STRATEGY

The Club's training strategy is an action plan that clearly identifies what the training team will do to support the Club to achieve its Aim. It outlines actions that the training team will take to align training with the Club's priorities. The Training Strategy is to:

- 1) Align training and resources to what is necessary to meet the conditions set on the Home Office Approval (HOA) and by the terms of affiliation set by the relevant National Governing Bodies (NGBs).
- 2) Ensure training resources¹ are not wasted on unnecessary activities and projects by involving all parties in the planning of training whilst maintaining a focus on the agreed outcomes set out in (1) above .

¹ Resources includes Instructors, Probationers, Coaches assets and Range time.

- 3) Deliver training that meets the needs of the Probationer taking into consideration learning styles and abilities.
- 4) Create a framework based on sound principles that facilitates the evaluation and measurement of outcomes from training.
- 5) Ensure that the assessment process is based on outcomes that:
 - a) are based on standards/benchmarks set in (1) above,
 - b) are clear and measurable, and
 - c) is action-oriented and not descriptive.
- 6) Ensure that matters learned from evaluation and assessment are fed back into the training to improve outcome.

4. OBJECTIVE

To deliver a programme of training that will provide the Probationer with the necessary Knowledge, skill and attitude so that they can safely handle a firearm and conduct themselves correctly.

The Programme will last no less than 6 months and the Probationer will be continuously assessed.

On completion of the programme the Probationer will be able to:

- 1) Explain:
 - 1) The structure, ethos and purpose of the Club.
 - 2) The legal aspects of firearm use and ownership.
 - 3) The safe way of handling a firearm.
 - 4) The safety procedures and personnel on a Range.
 - 5) How to conduct themselves on a Range.
 - 6) How to deal with misfires and malfunctions.
 - 7) The actions to take in an Emergency Stop.
 - 8) The essentials of good marksmanship².
- 2) Demonstrate their understanding of items 2 to 8 by carrying out a series of exercises on the Range.

Assessment will be based on observation, tests and exercises using the National Rifle Association's Training Programme criteria as a benchmark.

² Includes zeroing a firearm and forming a group.

5. TRAINING POLICY

SRPC's Training programmes shall provide the capability within Probationers and Club Members to be consistently safe, competent, and responsible when using all types of firearms and ammunition, All Club Members and Probationers shall be provided with the training and development necessary to perform to the standards required to achieve safe, secure, reliable, and responsible storage, transport and use of all types of firearms consistent with the aim, vision, values, and commitments³ of the Club.

Commitments

We shall be a Club that:

- 1) Improves the capability of the Club Membership⁴ to focus on the safe, secure, reliable, and competent use of all types of firearms used within the Club, by providing a framework for the effective delivery and consistent management of training and qualification across the Club, ensuring that all statutory and regulatory requirements and guidelines are satisfied.
- 2) Ensures that all Club Members and Probationers are trained to help them gain the necessary knowledge, skills, and behaviours to meet the requirements of their discipline and the expectations of the Club's,(and other Club's), Range Managers.
- 3) Adopts a systematic approach to the identification, production, delivery, and evaluation of training to ensure that all skills, knowledge, and performance standards are achieved and maintained in an efficient, effective, and economic manner aligned to current and future Club development needs.
- 4) Supports the Club's development aims with a central training function that establishes standards, manages the use of training resources, and provides training that improves the overall competence of the Club.
- 5) Provides for disciplines to establish teams of coaches to provide self-sufficiency in all aspects of training design, delivery, and evaluation.
- 6) Enables effective governance of training activities through the establishment of forums with clearly defined accountabilities and authorisations to establish the overall strategic vision for training and provide effective communications and integration of training matters across the Club.
- 7) Ensures that programmes contribute to both Club success and personal development through the establishment of an effective evaluation process.

³ Commitments include those to the Home Office and National Governing Bodies

⁴ Includes all classes of Member

- 8) Complies with the related NGB policies as to conduct of training.
- 9) Encourages the development of its Club Members and Probationers by supporting discipline focused post-basic skills development.

6. EVALUATION POLICY

Principle

The Club's evaluation system is based on the Kirkpatrick Model. This is a respected four-level blended approach to training evaluation that focuses on transferring learning to behaviour and aligning training with Club goals. The four levels are:

- Level 1: Reaction - The degree to which Probationers find the training favourable, engaging and relevant to their shooting discipline.
- Level 2: Learning - The degree to which Probationers acquire the intended knowledge, skills, attitude, confidence and commitment based on their participation in the training.
- Level 3: Behaviour - The degree to which Probationers apply what they learned during training when they are on the Range.
- Level 4: Results- The degree to which targeted outcomes occur as a result of training and the support package. Targeted outcomes are training programs' highest level goals. These will tie into the Club's overall purpose and its declared aim.

To effectively evaluate training programs, The Club will measure training effectiveness by establishing:

- 1) What new skills and knowledge were learned and used.
- 2) How the Probationer saw the Learning experience.
- 3) How efficient was the training in use of resources.

Evaluation will:

- 1) Start with the initial interview and receipt of the completed Probation Pack. The information therein will inform understanding of the Probationer's initial KSA.
- 2) Continue throughout the Probation period based on feedback from Probationers.
- 3) Finish at the end of the Programme with a formal feedback questionnaire.

Feedback from evaluation will be used to review the programme to ensure that it remains relevant and fit for purpose.

7. ASSESSMENT POLICY

Principle

Assessment lies at the heart of The Programme as a means of judging how much learning took place. It provides a framework within which objectives may be set and Probationer's progress expressed and monitored. This will be done in partnership with the Probationer.

Assessment will be incorporated systematically into the Programme in order to diagnose any problems and chart progress. It helps the Club to strengthen learning across the disciplines and helps coaches and instructors enhance their skills and judgements.

Our assessment procedures are free from bias, stereotyping and generalisation in respect of gender, class, race and disability. The Assessment Policy requires that assessment be:

- 1) at the heart of teaching and learning,
- 2) fair,
- 3) honest,
- 4) ambitious,
- 5) appropriate, and
- 6) consistent.

The Club's Assessment Policy believes that assessment outcomes provide meaningful and understandable information for all parties concerned. It is intended that assessment feedback should inspire greater effort and a belief that, through hard work and practice, more can be achieved.

The Assessment process will involve the following types of Assessment:

Formative:

This is the on-going assessment carried out by coaches/instructors both formally and informally during a module. The results of formative assessments have a direct impact on the training materials and strategies employed immediately following the assessment.

Results and observations are recorded by the coach/instructor and examples of Probationers activities such as shot targets are also an important part of formative assessment, helping Probationers to note errors and know the 'next steps' in their learning or targets.

Summative:

Summative assessments occur at defined periods of the Probationary period and help coaches/instructors in making key assessments and are also of use in determining the overall progress and achievement of Probationers. The Key assessments include:

- 1) Initial Assessment after induction and Theory Classroom prior to live firing.
- 2) Interim Assessment to allow for reduction in one to one supervision.

- 3) Final Assessment at end of Programme and Probation to assess competence for membership.

Diagnostic:

All assessments can provide diagnostic evidence; however certain assessment tools can be particularly useful in providing more detailed data, such as oral and/or written tests and practical exercises.

The recording of assessment including coach/instructor comments is essential to ensure that assessments meet the requirements of this policy. Probationers should have the content of their assessments discussed with them in an open, timely, constructive and supportive manner.

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