

CLUB DEVELOPMENT

# NEW CLUB GUIDE



BRITISH  
DODGEBALL

Come  
Join In

# INTRODUCTION

THE SET UP OF NEW DODGEBALL CLUBS REQUIRES A GROUP OF PEOPLE WHO ARE WILLING TO PUT THE EFFORT IN. BESIDES NEEDING TO ADVERTISE FOR PLAYERS, LINKING WITH LOCAL ORGANISATIONS AND FINDING SUITABLE VENUES, YOU NEED TO MAKE SURE YOU HAVE ALL THE NECESSARY LEGAL REQUIREMENTS IN PLACE FOR REGULATED ACTIVITY. TO HELP ENSURE CLUBS ARE WELL-ORGANISED, OPERATE SAFELY AND ARE SUCCESSFUL LONG-TERM, BRITISH DODGEBALL HAS CREATED THIS GUIDE TO HELP YOU SET UP A NEW CLUB.



## NEW CLUB CHECKLIST

### ☐ Club Committee

- Chair
- Treasurer
- Safeguarding Lead
- Coach
- Other positions

### ☐ Trained Workforce

- Safeguarding Training
- British Dodgeball Level 2 Coach
- DBS/First Aid Training

### ☐ Training Sessions

- Venue
- Equipment
- Structure

### ☐ Club Governance

- Constitution/Articles of Association
- Bank Account
- Public Liability Insurance
- Policies (Safeguarding/Data Handling)

### ☐ Club Processes

- Data Collection/Handling
- Communications & Marketing
- Payment Collection/Budgeting

### ☐ Get Involved

- British Dodgeball Club Membership
- Enter Competitions

### ☐ Start-Up Funding







## 3RD: SET UP A BANK ACCOUNT & GET PUBLIC LIABILITY INSURANCE

Having a club bank account means that you can easily keep track of your club funds without being mixed in an individual's account. They are essential for a larger club and any club seeking financial support. You must have a constitution in place and a minimum of two signatories for most organisation bank accounts, and most high street banks offer an organisation/business account.

[Bank Account Guidance](#)

Public Liability Insurance is a requirement for many training venues and is a safeguard for your individual committee members should something go wrong at a session. British Dodgeball provide this insurance as part of the annual [club membership offer](#), or you can purchase it separately.

## 4TH: UPSKILL YOUR WORKFORCE

A valid British Dodgeball Level 2 coaching certificate is necessary for the independent coaching of dodgeball. The Level 1 Award in Coaching Dodgeball must be taken before this to give coaches a foundational understanding of the rules & skills involved in the sport, and can be done online.

[Coaching Courses](#)

Your safeguarding lead must have received safeguarding training in order to be able to effectively manage this important role. More details on training opportunities are included at the link below:

[Safeguarding Training](#)

See our [Recruitment & Disclosure Policy](#) for information on how to recruit committee members and coaches safely. A relevant criminal records check should be conducted upon all junior coaches, safeguarding leads and first aiders working in regulated activity (4 times per month or more), or on an unsupervised basis, when coming into a role (and every three years thereafter in the case of England, Wales and Northern Ireland). British Dodgeball offer DBS checks for those in England and Wales, Access NI Checks for those in Northern Ireland and Disclosure Scotland checks for those in Scotland. This can be funded/part-funded through your County Sport Partnership in some cases, particularly if you are starting a new targeted session. Find your specific County Sports Partnership [here](#) (this applies to England only).

[Criminal Records Check](#)



## 5TH: GET BRITISH DODGEBALL CLUB MEMBERSHIP

Club membership is open to all clubs that fulfil the club eligibility requirements – these will be fulfilled by your club if you set up everything in this guide. Each member club forms part of a wider British Dodgeball team that works together to support and develop the sport of dodgeball on a local regional and national level.

### [Club Membership](#)



## 6TH: BOOK A VENUE

The next step is to book a suitable venue. Things you should consider when selecting a venue are:

- **Cost:** Can you likely afford it if you have a few weeks of low turnout?
- **Size:** Is the venue big enough? 1 badminton court can cater for up to 12 players at first.
- **Location:** Is the venue in an easy-to-reach area using cars, bikes and public transport?
- **Availability:** Is the venue available when you need it?
- **Session Structure:** Does the venue have availability for each of your sessions e.g. adult/junior, or men's/women's?
- **Other services:** Does the venue offer equipment storage, first aid or other services?

Make sure to check alternatives to sports and leisure centres; often local schools are suitable as initial venues and can be cheaper than larger sports complexes. Alternatively, you could book a smaller badminton court-sized space at a sports centre to play on, but make sure to inform the staff you won't be using it for badminton so there aren't any complaints.

## 7TH: PROCURE DODGEBALLS

You can buy dodgeballs from the British Dodgeball [shop](#). In a match, under 11's use 3 size 1 foam balls, under 13's and 15's use 5 size 2 cloth balls & adults use 5 size 3 cloth balls.



## 8TH: PLAN YOUR SESSION STRUCTURE

You need to develop your culture as a club and this starts first and foremost with who you want to build your team around; will it be for juniors only or for adults and juniors? Is it for a specific group of people or open to all members of the community?

Once you know this, you can start to plan your sessions. Is it important that you provide a separate space for women's dodgeball, or would you prefer to be all mixed up for the social element? Will the aim be to provide a fun session full of games or to try to help players develop their skills using targeted drills and activities?

The best clubs try to provide a mixture of all of the above, providing development opportunities in single gender groups as well as opportunities for members to play fun, social dodgeball, e.g.

- Tuesday 7-8pm, Juniors u11 & u15
- Tuesday 8-10pm, Men's & Women's Development
- Thursday 8-10pm Adult Social

Once you know who should turn up at what time, the next step is planning a general session structure that includes time for warm-ups, activities, matches and big games. You could also ask your Level 2 coach to develop a long term plan around what skills your club should focus on throughout the season (The Level 3 Certificate in Coaching Dodgeball specifically covers this topic).



## 9TH: PROMOTE YOUR SESSIONS

You have your venue booked, coaches trained, dodgeballs bought and everything ready to go? Now is the time to advertise your sessions to ensure you get enough people there to make it fun and financially sustainable.

There are many ways of marketing your club:

- Social Media: Popular social media websites such as Facebook, Twitter and Instagram are effective ways of spreading news about your club. Try to get people to like, share and retweet your posts to build up a buzz. Other websites such as Gumtree can prove effective too.

One effective idea is to promote on social media and build up a waiting list by asking people to provide their email addresses in a google form. You can then remind people before the first session is about to begin.

- Website: Sites like Wordpress and Wix make it easy for you to build a club website.
- Posters: Make posters and flyers and put them up in community areas, supermarket community boards, schools (with permission), halls of residence etc. You could even give them out by hand in busy community areas.
- Taster sessions: You could arrange with local organisations such as schools, youth clubs etc. to go in and deliver some taster sessions. People are far more likely to come to your club once they have played and know how much fun it is!
- Member promotion: Offers that engage your current members such as 'Bring a friend = free session' can work really well.

[Club Support Video Series - Marketing](#)

[A Player's Journey](#)



## 10TH: SET UP YOUR CLUB PROCESSES

To make sure your club operates smoothly, it is important to set up routines and processes for everyone to follow, e.g.

- **New Members:** You should make sure you collect relevant emergency contact details and medical information for safeguarding purposes. Some groups ask for these upon signup of apps that track attendance, whereas others have a paper form for members to fill out.
- **Attendance and Session Payments:** Some groups use apps such as Playwaze or Spond to take payments and track attendance whereas others collect cash or take card payments on the door and track attendance through a register.
- **Data Handling:** Your committee should know how to store your club data and member's personal data securely and when they should access and use it.
- **Club Communication:** You'll need a system for getting in touch with members for important session, competition and club updates.

## 10TH: GET KIT & ENTER COMPETITIONS

When you're ready, there is a variety of British Dodgeball competitions you can enter to suit all ability levels. These include one-day Open events, junior leagues, regional leagues, university leagues and national leagues. We recommend getting kit from [Kitlocker.com](http://Kitlocker.com), as members can buy directly from the store, saving you work purchasing bulk orders and needing to store kit.

[British Dodgeball Competitions](#)

## 12TH: OBTAIN FUNDING

There are various funding sources available to sports clubs. These could give you a financial safety net which helps your club to pay for coach education, hall hire and equipment before lots of people join and start paying subs. Sport England promote many funding sources – the small grants fund is one such useful scheme, funding between £300-£10,000.

Please note, to be eligible for many of these funding streams, you must:

- have a clear constitution which states that you are a not-for-profit organisation.
- have open membership for all sectors of the community.
- have a committee formed of at least three non-cohabiting members.
- have a club bank account with multiple signatories.

British Dodgeball are experts at supporting clubs by securing funding for worthwhile projects. British Dodgeball also offer our own funding awards. We have secured over £150,000 funding for clubs to set up and grow – get in touch if you think we might be able to help: [hello@britishdodgeball.com](mailto:hello@britishdodgeball.com).

[Club Funding Guidance](#)

[Club Funding Examples](#)