**Project and Budget Brief Sheet Season 2025-26**

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| Portfolio Director | Rob Gibson |
| Person Running Project / Event | CBSM – Mark Reade<br>CBDS - Frazer McDermott & Kingsley Hyland<br>CBAGDS – Chris Davy |

Project / Event Descriptor (Aims / Targets)

**CB Safeguarding Manager**

National Safeguarding Conference (usually in June and down south) two nights + travel) - £750

CBSM Visibility Kit £157 based on costs of coaches bundle – waterproofs for outdoors + a polo shirt for when in clubhouses. Very nature of role means Mark will be pitchside more often than not, watching events and listening to pitchside and on the pitch interactions.

CSO Meeting – hosting of CSOs who do a thankless task often isolated due to the nature of the role. We normally have x2 CSO support meetings a year to update on regulations and discuss any issues but we would like the opportunity to change one of those meetings into a drop in, chat and eat meet. A chance for CSOs to chat to other CSOs and have a bit of food, talk about how things are at their club and network with other CSOs. Also gives opportunity to have informal chat with CBSM. £300 for room hire and food and tea/coffee.

Last season Richard Drake from the RFU and North Tyneside Sports Welfare Officer attended one of the CSO meetings – may approach again to see if they can attend drop in.

**Discipline Secretary (CBDS)**

Provisional Costs for Conference / training of new AGDS - £200

No other costs envisaged.

**Age Grade Discipline Secretary (CBAGDS)**

Mileage for Chris Davy to attend club hearings - £50

**NeuroDiversity Group**

For various reasons this group took a time out last season. Looking to re establish and get some of the ideas discussed and put on hold up and running again.

No exact plans at this time, but target is to get CPD organised with the Monday night KP sessions. Provision of £250

CB Medical on Separate Sheet.

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| CBSM Costs:<br>Conference £750<br>Kit Bundle £157<br>CSO Meetings £300 | £1,207 |
| CBDS Costs:<br>Provision for training £200 | £200 |
| CBAGDS Costs:<br>Mileage £50 | £50 |
| Neuro Group | £250 |

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| Total Costs – Governance Safeguarding, Discipline and Neuro Diversity | £1,707 |

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Project / Event Descriptor (Aims / Targets)

Written up following a one hour Facetime meeting held with Cathryn 14.08.25

**RugbySafe Provision**

**ProActive App** for the ICP team for Rep Teams – introduced last season.
Some teething issues with the App and access to info, but have agreed to persevere and have another go this season. One license for the CB for the year costs £60.

**PHICIS (Pre Hospital Immediate Care in Sport) Level 2** – Kieran needs to do his PHICIS this year (Jo good to 2026, Cathryn, Cath and Karin up to date). Hoping to recruit another member to the County ICP team so working on covering costs of x2 people. Course cost is £380, with 50% paid for by CB (other half paid for individually or via club).

**Waterproof Kit Bundle** – some members of the core team don't have any County waterproofs or post match polo. Cathryn requires a jacket, x1 current team member needs full kit and recruiting x1 new team member. Approx cost of £365

**Physio Care for Representative Players** – has been discussed and identified as a requirement to assist with player welfare needs. Likely to be used more at end of season when players do not have direct access to club physios or when there is a break in training so ICP team members can't follow up with players post match as no training sessions. This is not to be used for anyone who comes to County training already carrying an injury – it is for new injury treatment/follow up. Treatment will be authorised at the discretion of Cathryn Clark, CB Medical and RS Lead. £40 per treatment session for a player. Provision of £500

**Medical Kit – required for season 2025-26**: headblocks x1 set, infection control compliant straps for ferno scoop (current straps are mouldy and need to be replaced) x4 sets, jel airways x 3 sets (replacement on date stamped item), vax splints x3 (replacements on date stamped items + one set used pre season), 1st aid kit refills (replacements on date stamped items) x2. Tape - £1,250

**RugbySafe Conference** – National Conference normally held at Warwick University in June and normally two nights. £250 provision for room / travel.

**ICP provision at matches and events** is covered off in the individual event project briefs so is not included here.

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| PHICIS x2 for ICP team | £380 |
| ICP Team Members Kit Bundles | £365 |

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| Physio Care for Representative Players | £500 |
| Medical Kit (with notes from Cathryn to remind her who to order from for best price!)<br>Headblocks x1 set - £189<br>(using my Physio First discount code on Physique)<br>Straps for Ferno Scoop x4 @ £115.14 per set (from Medtree)<br>Gel airway x3 @ £23.85 per set (from Medtree)<br>Vac splints x3 @£225 each (from Medtree)<br>1st Aid Kit refills x2 @ £36.36 (from First 4 Sport with discount)<br>Tape - £1,250 | Headblocks x1 set - £189<br>Ferno Scoop Straps - £460.56<br>Gel airway- £71.55<br>Vac splints - £675<br>1st Aid Kit refills - £72.72<br>Tape £1,250 |
| RugbySafe Conference | £250 |
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| Total Costs – RugbySafe and Medical Provision | £4,213.83 |

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Project / Event Descriptor (Aims / Targets)

Project Brief to be fully discussed and target groups agreed – this is brief outline so that the project is registered.

Background – need for Project
RFU pulled the delivery of 1st Aid Courses in the summer with no real alternative offered to clubs who need to ensure compliance to Regulation 9 (Player Safety). Cathryn Clark was one of the Accredited deliverers of the RFU course and following on from the actions of the RFU, has written her own Level 3 Emergency First Aid at Work Course.

Action - to support Clubs
In mid August, Cathryn received notification that CC Physio Ltd T/A CC Rugby First Aid Training is now a Qualsafe Awards approved centre for first aid qualifications so the new course written by Cathryn can now be delivered.

*"I will be offering a "Rugby First Aid" course which will satisfy the requirements of Regulation 9 in that successful candidates will receive a Level 3 emergency First Aid at Work qualification from Qualsafe. But in addition to covering the required learning outcomes for that, the course will also cover modules on Suspected Fractures, Suspected Spinal Injuries, Suspected Concussion and Head Injuries and Return to Play. This mirrors exactly what was previously offered by the RFU qualification."*

The course is on offer to organisations at £85 per person however, if a club/organisation books the full 12 spaces Cathryn offers the course at £850.

Project idea is to run three CB "open" courses. An "open course" means that the course is available to all clubs with booking places done on a first come, first served basis. 12 places on each course – 36 places with 6 of those places "free" (following the model above).
CB funding of £50pp towards the £85pp cost with club/individual paying the remainder £35.

County Coaches and Team Managers to be given first refusal on dates as we will be checking with all on when their current qualifications run out.

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| 3 x First Aid Courses @ £50 contribution per person x 30 places. | £1,500 |
| Total Cost | £1,500 |