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Extra tips for using the conversation cards for coaches

Not sure how to get started with the conversation cards for coaches? Here you will find a few tips and ideas for facilitating the exercises. Please read this appendix before you begin.

Who can use the conversation cards?

Every team of coaches within a sport club can use the conversation cards, but we recommend that you first consider your team. Is there is a sufficient feeling of openness and communication? Would they be comfortable sharing their honest opinions and experiences with fellow coaches? Is there an atmosphere of safety, understanding and respect for each other and for different ideas and opinions?

Who will supervise the discussion?

We recommend having a moderator who reads the assignments out loud and also guides the discussion. Do you have a club safeguarding officer or a coach coordinator in the club? This may be the ideal person to guide the exercises.

How do you prepare as a moderator?

Decide in advance which conversation cards you would like to use. Make yourself familiar with the exercise and note the extra background information provided on cards as well as in this manual. It is important that the moderator keeps the discussion moving. By asking open ended questions, the moderator will continue to open the conversation and give coaches the opportunity to share experiences and opinions and to learn from one another. Be sure that time is allotted to each coach participating to share their opinions and/or experiences. If you or another coach have questions or concerns after the conversation, know that you can always contact a helpline in your country.

Tips for exercise 1: Discussion cards

10 minutes per question

- **Tip 1**: Choose to focus on one or two questions during each meeting. You don't have to cover all 12 questions at one time.
- **Tip 2**: In order to involve all of the coaches in the group, consider using a 'talking ball' that you throw to a person who upon catching it may then share their opinion or experience. This may help to include everyone in the group.
- **Tip 3**: Don’t rush. Take 10 to 20 minutes for the discussion of each question.
- **Tip 4**: Always start with the main question. You can use the additional questions to spark conversation or to dive deeper into what is being discussed.
- **Tip 5**: Indicate the objectives of the exercise in advance and be sure to emphasize that there are no right or wrong answers.

Tips for exercise 2: Ranking competition

Part 1: 15-20 minutes
Part 2: 15-20 minutes

- **Tip 1**: Familiarize yourself with the criteria of the Grenswijs Severity Rating System by reading the background information card.
- **Tip 2**: Adjust the situations/behaviors by adding details that make them more relatable to your sport discipline.
- **Tip 3**: Have the coaches first review the ranking of the other groups in the exercise before asking them to share their explanation about how they would have handled the situation.
- **Tip 4**: At the end of the first exercise, review the criteria that the group would use to estimate the severity of that individual exercise. Then continue to introduce the other criteria of the Boundary points system (based on the Sensoa Flag System). The intention is to introduce the six criteria individually and not try to explain the whole system at one time.
- **Tip 5**: In the second part, feel free to delve deeper into how the coaches would react specifically if they indicated a situation that they would tackle it themselves. Invite all of coaches to share.

Tips for exercise 3: What would you do?

10-15 minutes per situation

- **Tip 1**: Familiarize yourself with the background information for each situation in advance. When the discussion begins, allow the input to come from the coaches, but be prepared to add to the conversation with this background information.
- **Tip 2**: Are there ideas and proposals that contrast with the background information card? Discuss this with the group and enquire if anyone has other or additional proposals. Be sure to let all of the coaches speak and share their ideas. Also, as facilitator, share the advice from the background information card to ensure that coaches have the right information.

These conversation cards are based on the workshop for coaches developed through the Erasmus+ project Safe Sport Allies.