



GAA HANDBALL CLUB ACCREDITATION





FOREWORD

I am delighted to introduce GAA Handball's Club Iontach accreditation scheme, which was designed to provide Handball Clubs nationwide with a benchmark to assess their approach based on best practice, thereby maximizing each club's potential.

The role of the Club is the lifeblood of our association, and we are indebted to our volunteers. It is within the Club that future generations of Handball players are introduced to the sport, where countless hours are spent coaching, playing, volunteering and inspiring a life time of positive experiences and involvement in GAA Handball.

With all this in mind, GAA Handball have taken the initiative to provide our Clubs with this resource document to assist them to continue to evolve and strive for excellence.

To complement this, a dedicated Club Iontach section on the national website www.gaahandball.ie has also been developed to help guide clubs through this accreditation process, via a resource repository of guidance documents and sample templates to help simplify the process for Clubs.

We are well aware that it can be extremely time-consuming running a club in a volunteer capacity, and thus, we actively encourage the use of the templates provided. In addition, we encourage Clubs to contact GAA Handball National Office for assistance when required, which we will gladly offer where possible.

GAA Handball fully appreciate that there is not a 'one size fits all' answer for improving Clubs' standards, and this document is not to be viewed as an exhaustive list. Unique situations can arise within a Club, who may have previously developed their own ideas and methods to best suit their needs. However, we do hope this accreditation scheme can be embraced with enthusiasm, and used to help build on the current excellent work continuously being carried out in Clubs nationwide.

We are confident that there is something in this document that all Clubs can learn from as they continuously endeavour to create positive sporting experiences in a safe, enjoyable and supportive environment.

Darragh Daly,
National Development Officer,
Oifigeach Forbartha Náisiúnta
GAA Handball



WHAT IS CLUB IONTACH?

Club Iontach is GAA Handball's new quality standards programme for Handball Clubs across Ireland. The programme was devised to help guide clubs to achieve minimum operating standards in core areas, aimed at improving all aspects of club development.

The core areas are:

- 1) Club Management
- 2) Communications, Image & PR
- 3) Coaching & Development
- 4) Safety

GAA Handball will award clubs with 'Club Iontach' Accreditation for their sustained effort in promoting the game at grassroots level, if they achieve the operating standards set.

The Benefits:

- Improve the Club's overall **sustainability** and **effectiveness**
- Enhance Clubs' ability to **attract new members**, as both players and administrators
- **Raises the bar** in terms of **club standards** across the country, which will in turn lead to better structures, competitions and an overall stronger association for all members
- Receive a "Club Iontach Accredited Club" **display Plaque** for your Club to showcase the excellent work the Club is doing in promoting GAA Handball. Presentation at a National event
- **Club Feature** to be published on national website www.gaahandball.ie

NOTE: This scheme is part of an overall develop strategy for our clubs. It is planned to create a "Development Fund" for our clubs, with this accreditation scheme required as part of a club grant application process





HOW TO GET STARTED?

Step 1: Getting Started

- Lead Contact to register the club at clubiontach.gaahandball.ie. Submission must be completed via the online Club Iontach portal.
- A hardcopy of the document and checklist will be distributed to every GAA Handball Club Secretary.

Step 2: Working Towards Accreditation

- Clubs will work on achieving their accreditation through the support of this resource and GAA Handball. There is no time limit on this, and clubs can set a timeline for the process based on their unique situations.
- A comprehensive set of guidance documents is available as an online resource at www.gaahandball.ie/clubzone/clubiontach. Samples and templates of various policies and procedures are provided and free to use for any club who wishes to avail of them.
- GAA Handball will provide ongoing support to any club working towards accreditation. A checklist is provided at the end of this resource pack so clubs can measure their progress against the operating standards.

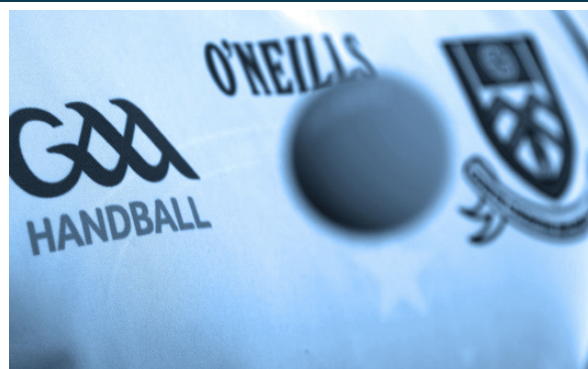
Step 3: Accreditation

- To achieve Silver status accreditation, the Club must meet all 30 Silver criteria. To achieve Gold status accreditation, the Club must meet all 30 Silver + all 9 Gold criteria.
- Once Clubs are content that they have met all required operating standards, they submit their application online and await feedback/approval from GAA Handball.
- Individual, randomized spot checks will be completed by GAA Handball to ensure accreditation is accurate.
- Once accredited, the Club will have the Club Iontach mark accredited to them on www.gaahandball.ie, and will receive Shop Vouchers for GAA Handball's Online Shop.

In addition, full Gold status Clubs will also receive:

- A Display Plaque for their Club, presented at a National event
- A Club Media Feature on national website
- Entry into an annual Development Grant Draw
- Training session with a top level Handball star

NOTE: Accreditation is awarded for a three-year term, on the basis of the club maintaining the operating standards. GAA Handball reserves the right to remove the award at any stage if deemed necessary and will perform random checks on accredited clubs during their three-year term.





A comprehensive set
of guidance documents
is available as an
online resource at
www.gaahandball.ie



Silver Status

To achieve Silver Club
Iontach Accreditation,
Clubs must successfully
complete all **30 Silver Criteria**.



Gold Status

To achieve Gold Club
Iontach Accreditation, Clubs
must successfully complete
all **30 Silver Criteria** +
all **9 Gold Criteria**.

Support literature and Templates are available, free to download and use on
www.gaahandball.ie/clubzone/clubiontach



GAA HANDBALL CLUB CHECKLIST

CRITERIA	AVAILABLE SUPPORT / EVIDENCE REQUIRED	COMPLETE
1. Club Management		
A. Is the Club affiliated to GAA Handball?	GAA Handball will review Membership Database	
B. Does the Club have an up-to-date and inclusive Constitution?	Template available – Appendix 1 Upload Club Constitution	
C. Is the Club AGM held before 30 November?	Submit latest Club AGM Report. Support literature available at www.gaahandball.ie/clubzone	
D. Is the Club Executive Committee elected in accordance with the club constitution?	List Officer Names. Support literature available at www.gaahandball.ie/clubzone	
E. Does the Club Executive Committee approve all expenditure?	Upload Club's end of year financial report	
F. Has the club adopted a reduced juvenile membership fee?	List Club Membership Fees	
G. Is the Club fully covered under the GAA Public Liability Insurance?	Input the club's insurance policy number	
H. Has the Club provided volunteers/coaches/officials with role descriptions and agreements, outlining their roles and responsibilities?	Template available - Appendix 2 GAA Handball to follow up with checks	
I. Does the Club have effective communication channels with parents/guardians?	GAA Handball to follow up with checks	
J. Does the Club send delegates to the County Board Meetings / AGM? Is there evidence of the Club reporting back from County Board meetings?	List details (names, dates, location). GAA Handball to follow up with checks	
K. Has the Club been present at GAA Handball Club Officer Training within the last three years?	GAA Handball to follow up with checks	
L. Is there a timetable of facility usage?	Template available - Appendix 3	
2. Communication, Image & PR		
A. Does the Club have a committed, active PRO?	List PRO name & contact details. Support literature available at www.gaahandball.ie/clubzone	
B. Are regular Club notes appearing in local media outlets?	Detail PRO work and provide evidence via weblinks (online media) or upload images of newspaper clippings, etc.	
C. Does the Club utilise Social Media Platforms? Has the Club adopted the GAA Social Media Guidelines?	List your Clubs Social Media platforms. Guidelines available at www.gaahandball.ie/clubzone/club-development	
D. Has a history of the Club been completed?	Comprising, at minimum, a brief background of establishment and notable achievements	
E. Does the Club ensure their indoor facilities are well presented?	Submit images	
F. Does the Club ensure that there is adequate outdoor signage displayed where possible?	Submit images	
G. Is the Club secretary using the official GAA Handball Club email address for Club business?	GAA Handball to follow up with checks	
H. Does your club actively promote the Irish Language?	Provide details	

CRITERIA	AVAILABLE SUPPORT / EVIDENCE REQUIRED	COMPLETE
3. Coaching & Development		
A. Has the Club appointed a Coaching Officer to oversee coaching structures in the Club?	List Coaching Officer details. Support literature available at www.gaahandball.ie/clubzone	
B. Are all coaches operating on behalf of the Club qualified with national coaching courses (Foundation or Level 1)?	List names of Coaches & their Qualifications	
C. Does the Club provide a structured coaching programme for young people?	Submit details. Templates available - Appendices 4 & 5	
D. Are Club coaches aware/using GAA Handball Coach Education resources, e.g. Fundamental Handball Coaching Manual?	Softcopies available to download at www.gaahandball.ie/coaching	
E. Does your Club provide suitable Intra and/or Inter Club competition to juveniles?	Provide Details	
F. Does your Club have a Schools Liaison Officer (SLO) that has established and maintained an effective School-Club link with local primary & post primary schools?	Detail information on SLO & Schools. Support literature available at www.gaahandball.ie/schools	
G. Has your Club produced a Club Development Plan? (Ideally a 2-4 year plan is recommended, with a particular focus on juvenile development)	Template Available – Appendix 6	
4. Safety		
A. Are all officials & volunteers operating on behalf of the Club subjected to Garda Vetting / Access NI checks?	List Coaches & their DOB's. GAA Handball will review list.	
B. Have the Club appointed a designated person for safeguarding? Are Club members & parent/guardians aware of who the designated person for safeguarding is?	Submit image of Code of Behaviour & Children's Officer poster (Appendix 7) being displayed in Club Facilities. GAA Handball can distribute posters	
C. Does the Club get written consent for every child partaking in club activities?	Template Available – Appendix 8	
D. Have the Club adopted a Code of Conduct for coaches and volunteers?	Template Available – Appendix 9	
E. Have the Club adopted a Code of Expectations for parents/guardians?	Template Available – Appendix 10	
F. Have the Club adopted a Code of Conduct for children & young people?	Template Available – Appendix 11	
G. Has a risk assessment been conducted on all activities undertaken at the Club?	Submit copy of the clubs annual Risk Assessment form. Template available – Appendix 12	
H. Does the Club have a first aid kit that complies with Health & Safety Standards?	First Aid Content List available – Appendix 13	
I. Have the Club adopted clear procedures for managing and recording accidents and incidents?	Template Available – Appendix 14	
J. Does the Club keep attendance logs kept at juvenile coaching sessions, and collect Emergency Contact & Medical Condition details for every child partaking in Club activities?	Template Available – Appendix 15	
K. Does the Club ensure that only registered players participate in training/competitions games?	Template Available – Appendix 16	
L. Does your club comply fully with General Data Protection Regulation (GDPR) guidelines?	Template Available – Appendix 17	



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