



THE ACADEMY OF FOOTBALL

by Choices
International

FOUNDATION

Operational Costs and Requirements

	Checklist Requirements	Mark with an X
Accommodation	Hotel 4 **** Hotel link and room category should be sent to IAF for approval before booking	
Food Expenses	Expenses for food should be detailed when sending hotel information. Breakfast should be included in hotel. Lunch and Dinner should be provided either in the hotel or restaurant or an allowance budgeted for daily. Request information if allowance is necessary. All food expenses must be paid for by the agent-promoter.	
Flights	Flights should be tourist class. Direct flights whenever possible or with no more than one connection. All flights must be organised by and paid for by the agent-promoter.	
Transport	Transport should be provided to take the IAF staff between the hotel and the training grounds each day. It should remain at the training ground during the duration of the clinic for welfare requirements. All transport must be organised by and paid for by the agent-promoter	
Airport Transfer	All airport transfers must be provided for all IAF Staff. All airport transfers must be organised by and paid for by the agent-promoter.	
First Aid	Minimum of 2 fully qualified first-aid workers must be present throughout the duration of the clinic. Transport should be available at all times. All first aid services must be organised by and paid for by the agent-promoter.	
Refreshments and Snacks	Sufficient refreshments (eg. bottled water) and snacks (eg.fruit) must be available to all clinic participants at no extra cost. The cost of this service must be covered by the agent-promoter.	
Fees per IAF Staff	350 Pounds Sterling / Day / Coach - The minimum number of staff will be 2 WHU coaches and 1 Clinic Manager. More WHU coaches may be necessary depending on the size of the clinic.	
Local Staff Requirements	1. Any local staff participating in the clinic must be notified to IAF and we must receive a criminal record certificate for each person. Necessary documents are detailed in the directory attached. 2. All local staff participating in the clinic must also have a recognised vaccination certificate and a negative PCR test taken less than 48 hours before the start of the clinic.	
Equipment and facilities	All equipment and facilities must be supplied and paid for by the agent-promoter. All equipment available should be reported to the IAF. All minimum requirements must be met. Photos of facilities to be used must be sent to IAF in advance for approval.	
Welfare Requirements	A risk assessment report will be created in line with FCDO recommendations. All welfare requirements and recommendations should be met. If security is required, all costs will be paid for by the agent-promoter.	
Details Sheet	The Clinic details sheet must be completed to give an idea of the size and focus of the clinic being projected. It is an estimate. Please fill in all the grey cells where relevant.	
HIGH PERFORMANCE FOR TEAMS	This is a high intensity programme aimed at experienced teams. Through a series of training sessions, workshops and tests delivered by WH coaches. Participants will develop all aspects of their individual and team game, focusing on football performance, human performance and talent development. State of the art video analysis to introduce player CV development - depending on location. This can also be used as a trial session for players to be accepted on the programme. At this session there will also be an education and sports advisor to speak with parents and future clients.	
HIGH PERFORMANCE FOR INDIVIDUALS	This is a high intensity programme aimed at experienced players. Through a series of training sessions, workshops and tests delivered by WH coaches, participants will develop aspects of their individual game, focusing on football performance, human performance and talent development. State of the art video analysis session to introduce player CV development - depending on location. This can also be used as a trial session for players to be accepted on the programme. At this session there will also be an education and sports advisor to speak with parents and future clients	
DEVELOPMENT FOR TEAMS	This is an introduction programme into high performance training for teams at development level. The programme covers areas of technical skills, tactical skills at team level, physical conditioning and psychological techniques at team and individual levels, as well as an insight into professional soccer technology. It is designed as a window clinic into what to expect at the International Academy of Football at West Ham. This can also be used as a trial session for players to be accepted on the programme. At this session there will also be an education and sports advisor to speak with parents and future clients.	
DEVELOPMENT FOR INDIVIDUALS	This is an introduction programme into high performance training for individuals of all levels. The programme covers areas of technical skills, tactical skills, physical conditioning and psychological techniques, as well as an insight into professional soccer technology. It is designed as a window clinic into what to expect at the International Academy of Football at West Ham. This can also be used as a trial session for players to be accepted on the programme. At this session there will also be an education and sports advisor to speak with parents and future clients.	
WHU COACHING DEVELOPMENT	This clinic is designed to stand alone or be offered in combination with one of the above. It aims to deliver an intensive training programme to coaches of all levels. The clinic includes theoretical sessions: Explanation of the West Ham United methodological principles and how to implement them correctly. It also includes practical coaching sessions to perfect delivery and planning.	