

# Developing fixtures

## How to develop fixtures and Intra Mural Sport (IMS) programmes

Developing a programme of fixtures, whether competitive or friendly or between your own teams or those from other institutions, is an integral part of sports strategies in many students' union. This guide will support you to execute a well-run and well managed fixture programme.

### Introduction

With the growing expectation from students that their institution should provide an excellent student experience and the increasing focus on sport as a way to lead active lifestyles, and the associated health benefits, there is a need for institutions and students' union to provide more opportunities for sport to take place.

For many playing sport, whether representing their institution at the British Universities & Colleges Sport (BUCS) finals, to playing with a group of friends against others from their halls of residence, competitive elements can be a great way to encourage long term engagement in sport.

Before you start developing opportunities for student sport, find out what activity currently exists. Consider opportunities offered by other parts of the institution as well as wider community settings. It is important to work with these areas of your institution so that you are not confusing students or investing time unnecessarily.

This guide will take you through how to develop and support fixtures for BUCS competitions, between other universities as a development

opportunity and within your institution through IMS programmes.

### BUCS fixtures

Any University that is a member of BUCS (you can check if your institution is a member on the BUCS website [www.BUCS.org.uk](http://www.BUCS.org.uk)) will have access to BUCScore – the software used to coordinate BUCS fixtures.

Each institution will have a master user – normally the sports administrator or a member of the athletic union. Before using BUCScore it is recommended that you have an understanding of which staff members at your university already have access to the system – as the master user will need to provide you with permission to access BUCScore.

The BUCScore User Guide for Institution administration can be found here:  
<http://www.bucs.org.uk/page.asp?section=16217&sectionTitle=BUCScore%3A+Help>

The guide covers managing users, adding venues, team entries, managing fixtures, submitting scores and advanced scores, making an appeal, your payments and entering BUCS individual entries. Please note that all entries, changes, appeals and payments need to be verified by a master user before they are accepted by BUCS.

We know that staff leave throughout the year so it's important to make sure that you build in handover training between staff to ensure consistency and that information isn't lost in changeover.

As with a master user for BUCScore it's likely that they'll be a main staff member within either the institution or students' union who is responsible for organising BUCS fixtures. Developing a good relationship with them and agreeing protocols in managing fixtures is important to ensure the smooth running of your fixture programme.

If you do not have access to BUCScore and are unsure on any protocol around arranging BUCS fixtures the following link will take you to the Fixtures Administration section (Reg 12.), under the 'Rules and Regulations' page on the BUCS website.

<http://www.bucs.org.uk/page.asp?section=17034&sectionTitle=REG+12++Fixture+Administration>

Within the Rules and Regulations section you will find information on League Deadlines, Officials Requirements, Appeals, Fixtures Administration and Eligibility. There is also a section of Frequently Asked Questions. If your query cannot be answered by any of the means highlighted above then we would advise you to contact Daisy Martin at BUCS [daisy.martin@bucs.org.uk](mailto:daisy.martin@bucs.org.uk)

## Arranging friendlies between universities

You may well have teams that aren't in a BUCS league or in sports that BUCS don't have leagues for and so organising competitive fixtures between other universities can be a great development opportunity for your students.

Friendlies can be a beneficial way for students to test their level of skills and team work against other universities. You will need to check universities within your local area to see which sports they currently cater for and to what level.

For example: they could have a number of BUCS teams as well as teams who compete at a local level or even students new to a team who are looking for their first friendly match. Make sure you select the opposition within a university that is at the level you want to be competing at.

Look at whether the university have an intra-mural programme? This may mean that there are a number of additional teams that are looking for matches to play.

Friendly opportunities may also be available with local community clubs as well as other universities. Look at what support your local County Sport Partnership can provide you with in terms of identifying suitable teams or clubs to approach.

If you do arrange a friendly, make sure you consider the likely availability of the opposition – if you want a competition against a BUCS team avoid choosing Wednesday afternoons within the BUCS fixture season.

The best way to get in touch with other colleges is through the main user listed on the BUCScore system. Using this will save you having to trawl through student's union and/or university websites. If you do not have access to BUCScore it is likely to be someone within your Athletic Union (AU) that does, so make sure you check with them.

You can also use the BUCS website to see what sports clubs each university has and how many teams they have within each sport. You can



search by university on the homepage of the website: [www.bucs.org.uk](http://www.bucs.org.uk)

## Arranging fixtures within institution

The focus on developing activity within institutions has focused for many years now on intra-mural sports (IMS) competitions. Whether that be between different halls of residence, faculties, departments or colleges.

### Why develop a IMS programme

IMS programmes can be a great way of developing sports engagement programmes that a much wider number of students can access. They provide the opportunity for students who don't want to, or aren't able to, compete at University level with the opportunity to keep playing regular sport.

IMS programmes have the potential to engage huge numbers, but if you don't have a lot of resource to be able to commit to them you can start off small, encouraging students to self-organise.

Developing a student led element to the programme will ensure that as well as providing leadership opportunities for students you're also increasing your capacity and creating student ambassadors for the programme.

### What to include in a IMS programme

Deciding what sports you should include can be hard work. We'd suggest the first thing to look at is what clubs are currently oversubscribed? Is there a big demand for more space in the badminton club or for more rugby teams? Are there sports where more student's trialling for a places than are available on a team?

Working with students to ascertain what they'd like to include is also important. You could do this through surveys to your students, or utilising student ambassadors, course reps or hall committees to gather student feedback.

There are a number of National Governing Body of Sports (NGBs) that have created specific IMS programmes. One of these examples being England Basketball who have developed 'IM Basketball'.

IM Basketball provides a simple way to create regular opportunities for students to play basketball, indoors or outdoors, incorporating both traditional and modified versions of the game. The free IM Basketball resource includes everything needed to run weekly games or leagues for young people. In the 2012/13 academic year 21 universities received funding from England Basketball to develop and deliver IM Basketball sessions and leagues – providing new and additional playing opportunities for students across the country.

Watch the video below to find out exactly how this works:

<http://www.imbasketball.co.uk/videopromo>

More information on this can be found via the following link:

<http://www.bucs.org.uk/page.asp?section=17057&sectionTitle=Basketball>

Another sport promoting intramural opportunities is football. Examples of how this could look and for Models of Good Practice view the following link

<http://www.bucs.org.uk/page.asp?section=16447&search=>

### Support in developing your IMS programme

BUCS will be happy to provide guidance for any university that would like to develop an IMS programme. IMS programmes are a great way of providing a friendly competitive outlet for

students who may not be at the standard to make a BUCS team or for those that want to play against other halls, friendship groups or against students from different departments.

The opportunities vary between the different sports so it is suggested that if you want to discuss opportunities at your university that you get in contact directly with the BUCS Sport Development Team through Heather Smith [heather.smith@bucs.org.uk](mailto:heather.smith@bucs.org.uk)

### **Social Sport**

Sport England, through the Active Universities funding round, have qualitative reports which can give you useful information on how to get students, who may not already be active in to long term engagement in sport.  
<http://www.sportengland.org/media/189225/20130919-au-year-2-report-v2.pdf>

You can also see two examples of what others have done in the case studies at the end of this briefing.

If you want to start a new programme of sports opportunities then a good place to start will be with the Sport Development team at BUCS. They will be able to provide help and guidance for universities that are looking to develop opportunities for students that are not already engaged in sport.

If you're looking at developing a programme across a number of different sport leagues then SportsPAD's software may be of interest to you. BUCS have signed a two year deal (up until 2015) with SportsPAD who provide sports fixtures management software. The BUCS intra-mural package will allow all BUCS' members the opportunity to build their own intra university leagues, administer them with cutting edge software and bolt on packages that suit individual university needs at a discounted price. For more information on what the software involves and to read feedback from

universities that are already using the software, visit the SportsPAD website:

<http://www.sportpad.net/>

### **Conclusion**

Sport can take many different forms and be delivered across many different platforms. Ensuring that you have a strong mix of delivery mechanisms will enable you to maximise the reach of your programme and therefore the number of students engaged in activity.

Getting the balance right between competitive sport and sport for the fun of being active can be a delicate balance to get right. Involving students in the decision making processes and design of services will enable you to be more responsive to the demands and interests of students.



# Kings College London Students' Union

Project Title: Get Active - Sportivate Projects  
(Boxing, Basketball, Netball)

## Aims of the Project

The primary aim of all the successful Sportivate bids and the 'Get Active' project as a whole is to improve the accessibility of sport at King's and ultimately increase levels of participation in selected sports.

## Project Overview

We have seen a clear and evident demand over the past few years at King's to provide additional sessions at an introductory level in the selected sports.

Having successfully applied for Sportivate funding to support the delivery of these projects, we used the existing club structures to promote the opportunity to new incoming students at the Welcome Fairs in September, and were also able to tap into current students who just weren't interested in the competitive element of their sport.

The key for us was to ensure that we catered to those students who couldn't commit to weekly fixtures or intense training where, in some cases, there is a considerable conflict with their chosen area of study in addition to a number of other barriers.

These projects provide a perfect entry point for complete beginners too, as they are all geared to an introductory level. The focus is clearly on individual player development, from the very basic skills into competitive scenarios.

In working closely with our existing clubs we are also able to provide a clear exit route for those students who wish to continue their development further and potentially begin competing at a university level.

## Delivery of Project

We are currently delivering regular weekly sessions in three different sports (netball, basketball and boxing). The netball sessions are held in the Fusion run facility at GMH Park near the Imperial War Museum on a Wednesday afternoon between 2-4pm.

The courts were secured through the development of a greatly beneficial relationship with the Sports Development team from Fusion and their numerous facility managers. We are fortunate enough to be located very close to a number of different Fusion facilities and had it not been for the partnerships developed over the summer it would have been considerably difficult to deliver these projects. So far these sessions have seen a great turnout of around 20-30 girls each week and we hope this continues throughout the year.

The basketball sessions are held in the Brixton Recreation Centre. The sessions would not have been possible without the considerable support from Jay Williams from the Lambeth Council Sports Development Team. He assisted us in recruiting a local coach to deliver the sessions and has continued to signpost our basketball players to further participation opportunities.

As a result of our work over the past few months, a member of staff also sits on the Lambeth Basketball Council where we are looking at a number of different ways to develop the provision of basketball at all levels within the borough. These sessions again, are very popular and on completion of the 8 week



project we will be looking to continue the sessions in the second term.

The boxing sessions are held in the Lillian Bayliss Old School site in Kennington/Lambeth on a Thursday evening from 5:30-7pm. The sessions are led by our own club coach and he is supported by a number of more experienced club members to deliver beginners sessions focussing on footwork and pad work. This project is proving very popular and successful with a regular turnout of approximately 30 students.

## Outcomes of Project

In applying for the Sportivate funding to support the project delivery we built fantastic relationships within the Lambeth and Southwark Council sports development teams, as well as with our local facility providers.

For a centrally located London university it is vitally important for us to build good relationships with facility providers as space is always at a premium. In the initial stages of scoping out the project delivery plans we also established new potential relationships with other providers in the area, that could hopefully lead to collaborative work within other areas of KCLSU, notably our volunteering and skills development projects.

In working to a common aim these projects have also helped us forge stronger relationships with our own clubs, and the students on their committees which will ensure that these projects and the benefits from them will carry on into the future, and will hopefully provide the perfect model for other clubs to build on.

## Contact

Name: Chris Sawyer

Job Title: Sports Development Manager

Telephone: 020 7848 1588

Email: [chris.sawyer@kclsu.org](mailto:chris.sawyer@kclsu.org)



# University of Liverpool

Intra Mural Football

## Aim of Project

The aim of our programme is to provide students who are unavailable or don't want to/able to play football in BUCS competitions, with alternative playing opportunities.

## Project Overview

We have 60 teams that play on a weekly basis on a Wednesday afternoon and a Sunday. They play in leagues of 10 per division with 30 teams playing on each day. Students are coordinators (run the league) with student referees and student captains. We are affiliated to the FA and became an Football Association (FA) accredited league in 2011

## Delivery of Project

We recruit student coordinators who receive £250 a term to run the league. They are responsible for organising fixtures, updating results, appointing referees, meeting with captains. The Sport Development Officer (SDO) is responsible for organising the coach education courses and the referees course which 2 players from each team must attend, or they must have 2 qualified referees already. All matches are refereed by students and they are paid £20.

At the start of the season the SDO and coordinators visit the halls to sign up new teams to add to the returning teams from the previous years. All of these teams are placed in the 3rd division at the pitches near the halls, across Wednesday and Sunday. Each team has a captain and the kit is part funded by the halls.

Each participant in the league must become a member of the AU This ensures them a discounted rate for the referee and coaching course, they have access to training on our astro turf pitches (this is provided firstly to students who's courses prevent them from playing in BUCS), they receive insurance and they don't pay anything on top for matches. We pay for all the referees and the coordinators.

After the league is finished a cup is played with 32 teams and there is also a 7 aside tournament played on full pitches. We also hold a presentation evening at the end of each term.

Each year we make amendments to the programme and this year we are using the FA fulltime computer package for the results as it includes a free text service and the students can register their teams, input goal scorers and referees will be e-mailed before a fixture to remind them that they have been assigned to that match.

## Outcomes of project

Having close links with the FA has really helped us to develop the league over the last few years. They have reduced costs and made it a lot more professional and the close links have made organising courses and dealing with issues, a simpler process.

## Contact

Name of Staff: Ryan Swinney  
Job Title: Sports Development Officer (Participation)  
Telephone: 0151 794 8760  
Email: [rswinney@liv.ac.uk](mailto:rswinney@liv.ac.uk)



Macadam House  
275 Gray's Inn Road  
London WC1X 8QB  
 0845 5210 262  
 020 7380 0794  
 nusuk@nus.org.uk  
**www.nus.org.uk**

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national union of **students**