



Accreditation Letter for Junior Active Leader Trainers

1. Thank you for attending and completing the Junior Active Leader Trainer Accreditation course. The Junior Active Leader course can be delivered by Accredited Junior Active Leader Trainers. This information provides further details on your accreditation and the Junior Active Leader course delivery. Your accreditation is valid for 2 years from the date of your accreditation course, subject to you running a Junior Active Leader course. You will be issued a digital CPD certificate on completion of the Trainer Accreditation Course.

The Junior Active Leader trainer accreditation course has been approved by CIMSPA who have awarded you 10 CIMSPA CPD points.

2. Pre-course we provided you with copies of the:
 - Junior Active Leader Trainer Manual
 - Junior Active Leader workbook which each pupil receives in hard copyDuring the course we will provide you with a printed copy of the Games Booklet
Post-course we will send you a link to download various resources including:
 - Powerpoint slides for use in course delivery
 - Suggested games you may wish to play session by session
 - Videos of each course session delivery
 - Information on how to run a course.
3. Active Leaders Ltd owns the copyright to all the materials and information provided in connection with the Junior Active Leader and Trainer Accreditation courses. No materials may be copied, printed or distributed without our express written permission, in advance.
4. The Junior Active Leader course which you are now accredited to deliver has been approved by CIMSPA. Any significant amendment to course delivery should be confirmed in writing by Active Leaders HQ (please contact penny@activeleaders.co.uk). CIMSPA, and we, retain the right to visit any accredited Trainer to observe delivery of any course. We will keep in touch with you to arrange such visits as applicable.

The delivery by you of any course must be in accordance with the standards set out in the Trainer manual, on the Accreditation Course, our policies and procedures and this letter.

5. In order to participate in any Junior Active Leader course you deliver, each participant requires a printed Junior Active Leader Workbook and a Games Booklet. Each participant must be registered using the forms we provide, including the date and venue of the course, so we can issue their individual certificate and pin badge.
6. For any Junior Active Leader course you deliver on your own behalf, any fee payable to you will be negotiated by you with the relevant course host/school. If we ask you to deliver a course on our behalf, we will agree a fee with you beforehand.

www.activeleaders.co.uk

train the trainer / Junior Active Leader Accreditation Letter June 2026



7. At the end of each Junior Active Leader course we may ask you to complete and submit an on-line feedback form using the link here: <https://www.activeleaders.co.uk/junior-active-leader-feedback-survey-for-schools/>.

We have also provided pre and post course pupil questionnaires which can be used to measure impacts and which we may ask you to complete and return a summary to us.

8. You have agreed to provide your contact and certification details (ID, DBS) and first aid if you have it, which we will keep on file in accordance with our policies. Trainer Accreditation is only valid if you have provided us with written proof of your current enhanced DBS certification (either a copy of the certificate or the DBS number and date of issue). Whenever you are delivering a Junior Active Leader course, the policies and procedures of the setting in which you are delivering are applicable (including for example DBS, first aid, safeguarding certificates, insurance and other applicable training).
9. Active Leaders reserves the right to withdraw this accreditation if you are not upholding the terms and conditions set out in this accreditation letter; if another matter is brought to our attention which, in our opinion, is inconsistent with the standing and reputation of an Accredited Junior Active Leader Trainer; if delivery standards set out in the Trainer Manual or during the Accreditation Course are not upheld; if our materials are copied/distributed without our written permission; or for misconduct which is inconsistent with our operating standards and reputation.
10. By ticking the box on the registration form you have confirmed your understanding of, and agreement to, this letter and the terms and conditions of Junior Active Leader Trainer Accreditation and course delivery.

Thank you for your enthusiasm and we very much look forward to working with you.

Penny Snowden

CEO

Active Leaders Ltd, Active Leader Operations Ltd

2026



www.activeleaders.co.uk

train the trainer / Junior Active Leader Accreditation Letter June 2026