

## **Motorcycling NSW Limited Level 1 Motorcycle Sport Coaching Accreditation/Licence Application**

### **1. Obtaining a Level 1 Motorcycle Sport Coaching Accreditation**

To obtain a Level 1 Motorcycle Sport Coaching Accreditation (and coaching licence), you must:

- Be 18 years of age or older
- Have at least 2 years practical experience in motorcycle competition as a competitor or official and have sound knowledge of motorcycling riding skills (as per GCR's).
- Attend a Level 1 Motorcycle Sport Coaching Course:
  - Pass the practical Coaching Assessment (Assessment Task 1)
  - Pass the Motorcycling Specific written assessment (Assessment Task 2)
  - Pass the Session Planner (Assessment Task 3)
  - Complete the Beginning Coaching Worksheet (Assessment Task 4)
- Undertake 20 hours of practical motorcycle coaching within 12 months of completing the Motorcycle Sport Coaching Course
- Complete all sections of this Level 1 Coaching Accreditation/Licence Application Form.

### **2. Updating a Level 1 Motorcycle Sport Coaching Accreditation**

Both your coaching accreditation and licence remain current for 4 years. To maintain a Motorcycle Sport Coaching accreditation under the National Coaching Accreditation Scheme and be eligible for a Motorcycling Australia coaching licence, 20 hours of sport specific and 10 hours of general sports tasks are required to be undertaken over a 4 year period from the date of accreditation. The following are suitable activities:

<b>Sport Specific Tasks (20 hours)*</b>	<b>General Sport Tasks (10 hours)*</b>
<ul style="list-style-type: none"> <li>• Obtain Level 2 Motorcycling Coaching Accreditation</li> <li>• Attend Motorcycling Courses</li> <li>• Present/lecture at courses</li> <li>• Attend Training Camps</li> <li>• Work with a "Master" coach (as recognised by MA)</li> <li>• Conduct Practical Club Coaching (max 5 hours)</li> </ul>	<ul style="list-style-type: none"> <li>• Attend State Department of Sport Recreation courses</li> <li>• Attend other NCAS courses</li> <li>• Obtain Sport Trainer accreditation</li> <li>• Obtain First Aid (Red Cross / St John Ambulance)</li> <li>• CPR accreditation</li> <li>• Obtain an officials accreditation</li> </ul>

Please ensure that the following details of this application are completed for re-accreditation:

- Personal contact details and disclaimer/declaration
- Prohibited Employment Declaration (Working with Children Check)
- Record of coaching activities
- Coaches Code of Ethics Agreement Form
- Written proof of completing updating activities such as receipts, certificates etc.

**Motorcycling NSW Limited  
Level 1 Motorcycle Sport Coaching Accreditation/Licence Application**

**Personal Details**

Licence No: \_\_\_\_\_ Expiry of Accreditation: \_\_\_\_\_

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone (h): \_\_\_\_\_ Phone (w): \_\_\_\_\_

Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Club: \_\_\_\_\_

Preferred Motorcycle Discipline: \_\_\_\_\_

**Disclaimer/declaration:**

I have no known medical condition that renders me unable to coach and I confirm that the details contained in this application are accurate to the best of my knowledge. I further agree to Motorcycling NSW disclosing my name and contact details for coaching and/or licence testing purposes.

Signed: \_\_\_\_\_ Club: \_\_\_\_\_

**Level 1 Motorcycle Coaching Licence Fee is \$60 for 4 years**

**PAYMENT DETAILS: Cheque/Money Order**

OR DEBIT:     VISA     MASTERCARD    Expiry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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<b>Account Name:</b>	<b>Signed:</b>
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## Record of Coaching Activities

The Table below must be maintained as a record of practical motorcycle coaching experience to gain accreditation or updating for re-accreditation. Requirement for accreditation and re-accreditation are:

- **Accreditation:** 20 hours after attending a Level 1 Motorcycle Sport coaching course (within 12 months of course)
- **Re-accreditation:** 20 hours of coaching during the 4 year accreditation period.

Once the required hours have been achieved, send this record in with the completed application. **Please note:** the hours listed below must be verified by another coach, official or club representative (president, secretary etc) by them signing this form.

<b>Name of Coach Recording Activities:</b> _____						
Date	Type of Coaching Activity	Venue of Session	Supervisor (coach, official or club representative)	Signature of Supervisor	Licence No. of Supervisor	Hours
					<b>Total Hours:</b>	

## Coach's Code of Ethics Agreement Form

To gain **accreditation** or **re-accreditation** as a Motorcycle Coach and be registered with the National Coaching Accreditation Scheme (NCAS) this page must be completed and returned along with other sections of this application.

To Motorcycling NSW,

I, \_\_\_\_\_ (full name), am seeking a Level 1 Coaching Accreditation/re-accreditation with Motorcycling Australia's National Coaching Accreditation Scheme.

### **I agree to the following terms:**

1. To abide by Motorcycling Australia's Code of Ethics for Coaches, as below
2. Acknowledge that Motorcycling NSW Limited may take disciplinary action against me, if i breach the code of ethics. I understand that Motorcycling NSW Limited is required to implement a complaints handling procedure in accordance with principles of natural justice, in the event of an allegation against me.
3. Acknowledge that the disciplinary action against me may include de-registration from the National Coaching Accreditation Scheme.\*
4. To abide by Motorcycling NSW Limited and Motorcycling Australia's coaching policies.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Coaches Code of Ethics:**

5. Respect the rights, dignity and worth of every human being.
  - Within the context of the activity, treat every one equally regardless of sex, disability, ethnic origin or religion.
6. Ensure the athlete's time spent with you is a positive experience.
  - All athletes are deserving of equal attention and opportunities.
7. Treat each athlete as an individual.
  - Respect the talent, developmental stage and goals of each individual athlete and help each athlete reach their full potential.
8. Be fair, considerate and honest with athletes.
9. Be professional and accept responsibility for your actions.
  - Language, manner, punctuality, preparation and presentation should display high standards.
  - Display control, respect, dignity and professionalism to all involved with the sport – this includes opponents, coaches, officials, administrators, the media, parents and spectators.
10. Make a commitment to providing a quality service to your athletes.
  - Maintain or improve your current NCAS accreditation.
  - Seek continual improvements through performance appraisal and ongoing coach education.
  - Provide a training program which is planned and sequential and maintain appropriate records.
11. Operate within the rules and spirit of your sport.
  - The guidelines of national and international bodies governing your sport should be followed. Please contact Motorcycling NSW Limited for a copy of the current GCR's.
12. Any physical contact with athletes should be appropriate to the situation and necessary for the athletes development
13. Refrain from any form of personal abuse towards your athlete.
  - This includes verbal, physical and emotional abuse.
  - Be alert to any forms of abuse directed towards your athletes from other sources whilst they are in you care.
14. Refrain from any form of harassment towards your athlete.
  - This includes sexual and racial harassment, racial vilification and harassment on the grounds of disability .
  - You should not only refrain from initiating a relationship with an athlete, but also discourage any attempt by an athlete to initiate a sexual relationship with you, explaining the ethical basis of your refusal.
15. Provide a safe environment for training and competition.
  - Ensure equipment and facilities meet safety standards.
  - Equipment, rules, training and the environment need to be appropriate for the age and ability of the athletes.
16. Show concern and caution towards sick and injured athletes.
  - Provide a modified training program where appropriate and allow further participation in training and competition only when appropriate.
  - Encourage athletes to seek medical advice when required and maintain the same interest and support toward sick and injured athletes.
17. Be a positive role model for your sport and athlete.

**\*Please refer to the Harassment-Free Sport Guidelines available from the Australian Sports Committee or contact Motorcycling NSW for more information on harassment issues.**

### **Coaches Should:**

- Be treated with respect and openness and have access to self improvement opportunities.
- Be matched with a level of coaching appropriate to their level of competence.

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# **PROHIBITED EMPLOYMENT DECLARATION**

## **CHILD PROTECTION (PROHIBITED EMPLOYMENT) ACT 1998**

The Child Protection (Prohibited Employment) Act 1998 makes it an offence for a person convicted of a serious sex offence (a prohibited person) or a registrable person under the Child Protection (Offenders Registration) Act 2000, to apply for, undertake or remain in, child-related employment. It does not apply if an order, from the Industrial Relations Commission or the Administrative Decisions Tribunal, declares that the Act does not apply to a particular person,

Section 5 of the Child Protection (Prohibited Employment) Act 1998 defines a serious sex offence as an offence involving sexual activity or acts of indecency that was committed in NSW and that was punishable by penal servitude or imprisonment for 12 months or more, even if the sentence was not served, or, an offence involving sexual activity or acts of indecency that was committed elsewhere and that would have been punishable by penal servitude or imprisonment for 12 months or more if it had been committed in New South Wales.

**Child-related employment** means any employment, where at least one of the essential duties of the position, involves direct contact with children where that contact is not directly supervised. Section 1 of the Child Protection (Prohibited Employment) Act 1998 specifies that child-related employment can include employment:

- Involving the provision of child protection services
- In pre-schools, kindergartens and child care centres (including residential child care centres)
- In schools or other educational institutions (not being universities)
- In detention centres within the meaning of the Children (Detention Centres) Act 1987
- In refuges used by children
- In wards of public or private hospitals in which children are patients
- **In clubs, associations or movements (including of a cultural, recreational or sporting nature) having a significant child membership**
- In any religious organisation
- In any entertainment venues where the clientele is primarily children
- As a babysitter or childminder that is arranged by a commercial agency
- Involving fostering or other child care
- Involving regular provision of taxi services for the transport of children with a disability
- Involving the private tuition of children
- Involving the direct provision of health services
- Involving the provision of counselling or other support services for children
- On school buses
- At overnight camps for children

### **Under this Act:**

It is an offence for a 'prohibited person' to **apply for**, or **remain in** child-related employment.

- Employers **must** ask existing employees, both **paid** and **unpaid**, and preferred applicants for employment whether they are a 'prohibited person' or not.
- All Child-related employees **must** inform their employers if they are a "prohibited person" or remove themselves from child-related employment. A prohibited person is someone who has been convicted of a serious sexual offence or, who has had a finding for a charge of a serious sexual offence proven in court, even if conviction was not recorded.
- Penalties are imposed for non compliance.

*I am aware that I am ineligible to apply for, or remain in, child-related employment if I have been convicted of a "serious sex offence" as defined in the Child Protection (Prohibited Employment) Act 1998 or if I am a "registrable person" under the Child Protection (Offenders Registration) Act 2000.*

*I have read and understood the above information in relation to the Child Protection (Prohibited Employment) Act 1998 and understand my responsibilities and obligations under this Act.*

*I declare that I am not a person prohibited by the Act from seeking, or remaining in child-related employment.*

Name (Block letters): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Note: Seek legal advice if you are unsure of your status as a prohibited person.**

**This form should be returned to Motorcycling NSW Limited, PO Box 9172, HARRIS PARK, 2150.**

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