

# EA NCAS Coach Registration

## 1 October 2013 – 30 September 2014

Send to: EA National Office  
PO Box 673, Sydney Markets NSW 2129  
Fax: 02 9763 2466

To ensure there is no gap in your registration and insurance cover, renewal forms should be received **by 30 September 2013**.  
**EARLY BIRD OFFER – CHANCE TO WIN FREE REGISTRATION – REGISTER PRIOR TO 10 SEPTEMBER 2013**

Contact Details Name\*: \_\_\_\_\_ Date of Birth\*: \_\_\_\_\_  
\* Required field Address\*: \_\_\_\_\_  
Town\*: \_\_\_\_\_ State\*: \_\_\_\_\_ Post Code\*: \_\_\_\_\_  
EA Membership number\*: \_\_\_\_\_  
Email\*: \_\_\_\_\_  
Phone\* (AH): \_\_\_\_\_ (BH): \_\_\_\_\_ (Mob): \_\_\_\_\_

Please indicate if any of your details are NOT to be published on the EA Website\*:  Phone (AH/BH/Mob)  Email

EA Membership must be current before your coach registration can be processed (including non-practising)  I wish to take out/renew registration and insurance **\$460.00** (incl GST) Required attachments:  
 Updating Summary  
 Current First Aid Certificate  
\*\*registration will not be accepted without the above documents

First Aid certificate must be current **at all times**  I wish to register as a Practising Coach with insurance elsewhere. **\$225.00** (incl GST) Required attachments:  
 Updating Summary  
 Current First Aid Certificate  
 Proof of current coaching liability insurance policy  
\*\*registration will not be accepted without the above documents

Your insurance (either via EA or private provider) must be current **at all times**  I wish to register as a Non-Practising Coach **\$77.00** (incl GST) Designed for coaches taking a break due to pregnancy, study, work, travel, injury etc. Publications and notices will still be sent.

Payment details  Cheque (Please make cheques out to Equestrian Australia)  Money Order  Visa  Mastercard  
Credit Card Number: \_\_\_\_\_  
Exp: \_\_\_\_/\_\_\_\_ 3 digits of back of card: \_\_\_\_  
Card Holder's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Your Declaration **EA Prohibited Person Declaration – EA NCAS Coaches**  
EA and its affiliated organisations have a duty of care to their members and to the general public who interact with EA Coaches, as these responsibilities may involve direct and/or unsupervised contact with people under the age of 18 years. As part of this duty of care and as a requirement of the EA Member Protection Policy, EA must enquire into the background of EA Members applying for registration as an EA Coach.

All EA Members wishing to be registered by EA as an EA NCAS Coach are required to sign the following declaration:

I Sincerely declare:

- I have met all the requirements in relation to state specific legislation regarding police checks, working with children checks and can produce evidence as required.
- I do not have any criminal charge pending before the courts, nor any criminal convictions or findings of guilt for offences involving sexual activity, acts of indecency, child abuse or child pornography.
- I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
- I have never been sanctioned for an anti-doping rule violation under any EA anti-doping policy (Athlete or Equine).
- I have never participated in, facilitated or encouraged any practice prohibited by the World Anti-Doping Agency Code or any other anti-doping policy applicable to me, in the EA Horse Anti-Doping Policy.
- To my knowledge there is no other matter that the EA may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by accepting my EA NCAS Coach registration.
- I will notify the CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 5] above has changed for whatever reason.
- I acknowledge that I have read and agree to abide by the **EA Code of Conduct for Coaches**. I acknowledge I may be subject to disciplinary action if I breach the code.



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

**Upon payment this form will become a TAX INVOICE for GST purposes.**  
**ABN: 19 077 455 755 (please retain a copy of this form)**

Office Use: Payment Rec'd \_\_/\_\_/\_\_ Processed DB  \_\_/\_\_/\_\_ G-G notified \_\_/\_\_/\_\_ Card/Cert Sent  \_\_/\_\_/\_\_

# EA NCAS Professional Development Summary

Under the Australian Sports Commission's Updating Policy all NCAS Coaches in every sport must complete professional development activities ("updating") on a regular basis.

1. To maintain accreditation all coaches must be actively coaching. Therefore points are automatically earned via this pursuit.
2. All coaches must attend a compulsory EA Coach updating clinic once every two years
3. Coaches must earn a minimum number of points per year that correspond with their *level of accreditation*.

The Activities table below provides details of points for each activity.

Please complete the summary below showing sufficient points for your level:

<b>Introductory</b> and Level <b>One</b> Coach	<b>6</b> points
Level <b>Two</b> Coach	<b>12</b> points
Level <b>Three</b> Coach	<b>24</b> points

## ACTIVITY SUMMARY

Activity	Date	Location	Coordinator or Convenor Name/attach copies of receipts/certificates/other proof)	Points
Most Recent EA <b>Compulsory</b> Updating Clinic/Date of Accreditation (within last 2 years)				
Coaching: Part time / Full time				
<b>Total Points:</b>				

**\*\* A compulsory Update Clinic must be attended once every two years**

## ACTIVITIES TABLE

	Points for Level:	Intro/1	2	3
Coach - Full time (main source of income)		4	8	12
- Part time		2	4	8
Participate in an EA Coach Compulsory updating clinic**		4	4	6
Coach a lesson with mentor supervision		3	4	6
Study/complete an ASC coaching principles course		3	3	6
Study/complete other relevant tertiary course		3	3	6
Train/qualify (including maintaining/upgrading) as an EA official		3	3	3
Complete a horse management course		3	3	3
Actively work towards a relevant tertiary qualification		3	3	3
Ride at an EA clinic or an EA assessment day as a demo rider		3	3	3
Officiate as judge, course designer, steward or TD		3	3	3
Participate in clinics with international experts (coaches, judges, officials)		3	3	3
Write an article of over 500 words on a suitable coaching topic		3	6	10
Upgrade to the next coaching Level		-	6	10
Present an EA updating clinic		-	6	10
Mentor a lower-accredited coach or an EA candidate coach		-	6	10
Actively assist in the administration of the EA/NCAS (attend committee meetings, assessments and training days)		3	6	10

These may be horse-related, sports-related or business-related In general any activity, course or workshop that can be seen to benefit the coach in his/her professional development will be allowed.