

# Application for EA Qualified Coaches to NCAS PC Level 1 Coaching Accreditation



To be completed and forwarded to the State Coaching Panel [coaching@ponyclubwa.asn.au](mailto:coaching@ponyclubwa.asn.au) for approval.

EA Current Level 1 and or 2 General Coaches that have coached at Pony Club for 3 years or more and have fulfilled the following criteria:

- ✓ Have regularly coached 4 to 6 rallies per year for a least 3 years
- ✓ Have coached large and mixed groups
- ✓ Have an understanding of the PCA Syllabus of Instruction and Proficiency Certificates
- ✓ Have a "JustGo Account"
- ✓ Have a current Working with Children Card
- ✓ Have your Pony Club President and an NCAS PC Level 1 Coach sign the application acknowledging you meet all requirements and their recommendation.
- ✓ Have signed the PC "Coaches Code of Ethics Agreement Form". Attach to this application

## COACH'S DETAILS

COACH'S FULL NAME			
ADDRESS			
PHONE NUMBER			
EMAIL			
CLUB			
MEMBERSHIP NO. (JustGo)			
COACHING QUALIFICATIONS HELD			
WORKING WITH CHILDREN NO.		EXPIRY DATE	
*FIRST AID CERTIFICATE		EXPIRY DATE	

\*Please note: First Aid Certificate recommended but not essential

## TO BE COMPLETED BY PONY CLUB PRESIDENT AND A NCAS PC LEVEL 1 COACH

We acknowledge that the above Coach has meet all requirements and we recommend to the Pony Club WA State Coaching Panel the application for NCAS PC Level 1 Accreditation.

PONY CLUB PRESIDENT				
	<i>Name</i>	<i>Pony Club</i>	<i>Signed</i>	<i>Dated</i>
NCAS PC LEVEL 1 COACH				
	<i>Name</i>	<i>Pony Club</i>	<i>Signed</i>	<i>Dated</i>

This application for NCAS PC Level 1 Accreditation is approved by the Pony Club WA State Coaching Panel on:

Signed State Coaching Panel Director	Date

# Coach's Code of Ethics

1. Respect the rights, dignity and worth of every human being.	<ul style="list-style-type: none"> <li>• Within the context of the activity, treat everyone equally regardless of sex, disability, ethnic origin or religion.</li> </ul>
2. Ensure the rider's time spent with you is a positive experience.	<ul style="list-style-type: none"> <li>• All athletes are deserving of equal attention and opportunities.</li> </ul>
3. Treat each rider as an individual.	<ul style="list-style-type: none"> <li>• Respect the talent, developmental stage and goals of each individual athlete.</li> <li>• Help each athlete reach their full potential.</li> </ul>
4. Be fair, considerate and honest with riders.	
5. Be professional and accept responsibility for your actions.	<ul style="list-style-type: none"> <li>• Language, manner, punctuality, preparation and presentation should display high standards.</li> <li>• Display control, respect, dignity and professionalism to all involved with the sport - this includes opponents, coaches, officials, administrators, the media, parents and spectators.</li> <li>• Encourage your athletes to demonstrate the same qualities.</li> </ul>
6. Make a commitment to providing a quality service to your riders.	<ul style="list-style-type: none"> <li>• Maintain or improve your current NCAS accreditation.</li> <li>• Seek continual improvement through performance appraisal and ongoing coach education.</li> <li>• Provide a training program which is planned and sequential.</li> <li>• Maintain appropriate records.</li> </ul>
7. Operate within the rules and spirit of your sport.	<ul style="list-style-type: none"> <li>• The guidelines of national and international bodies governing your sport should be followed. Please contact your sport for a copy of its rule book, constitution, by-laws, relevant policies, eg. Anti-doping Policy, selection procedures etc.</li> <li>• Coaches should educate their athletes on drugs in sport issues in consultation with the Australian Sports Drug Agency (ASDA).</li> </ul>
8. Any physical contact with riders should be:	<ul style="list-style-type: none"> <li>• appropriate to the situation.</li> <li>• necessary for the rider's skill development.</li> </ul>
9. Refrain from any form of personal abuse towards your riders and their ponies. *	<ul style="list-style-type: none"> <li>• This includes verbal, physical and emotional abuse.</li> <li>• Be alert to any forms of abuse directed towards your athletes from other sources whilst they are in your care.</li> </ul>
10. Refrain from any form of harassment towards your riders. *	<ul style="list-style-type: none"> <li>• This includes sexual and racial harassment, racial vilification and harassment on the grounds of disability</li> <li>• You should not only refrain from initiating a relationship with an athlete, but should also discourage any attempt by an athlete to initiate a sexual relationship with you, explaining the ethical basis of your refusal.</li> </ul>
11. Provide a safe environment for training and competition.	<ul style="list-style-type: none"> <li>• Ensure equipment and facilities meet safety standards.</li> <li>• Equipment, rules, training and the environment need to be appropriate for the age and ability of the athletes.</li> </ul>
12. Show concern and caution towards sick and injured riders and ponies.	<ul style="list-style-type: none"> <li>• Provide a modified training program where appropriate.</li> <li>• Allow further participation in training and competition only when appropriate.</li> <li>• Encourage athletes to seek medical advice when required.</li> <li>• Maintain the same interest and support towards sick and injured athletes.</li> </ul>
13. Be a positive role model for your sport and riders.	

\* Please refer to the Harassment-Free Sport Guidelines available from the Australian Sports Commission, for more information on harassment issues. Coaches should:

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

# Coach's Code of Ethics Agreement Form

For registration or re-registration to the National Coaching Accreditation Scheme (NCAS)



**TO:** *Pony Club Australia Inc*

I, \_\_\_\_\_ of \_\_\_\_\_  
Full Name Address

\_\_\_\_\_  
Address cont. Telephone contact

am seeking registration/ re-registration please circle) for the following PCA qualification:

\_\_\_\_\_  
Level

**I agree to the following terms:**

1. I agree to abide by the PCA Inc Code of Ethics overleaf.
2. I acknowledge that PCA may take disciplinary action against me if I breach the code of ethics. (I understand that PCA is required to implement a complaint handling procedure in accordance with the principles of natural justice, in the event of an allegation against me)
3. I acknowledge that disciplinary action against me may include de-registration from the National Coaching Accreditation Scheme.

Please refer to the *Harassment-free Sport Guidelines* available from the Australian Sports Commission or if you require more information on harassment issues.

\_\_\_\_\_  
*Name Signature Date*

\_\_\_\_\_  
*if under 18, parent / guardian Signature Date*