

# PCA NCAS

## Foundation Coaching Accreditation



Participants must be at least 16 years of age

Note: This accreditation is a beginning/starting point level before Preliminary. Although not compulsory before attaining the Preliminary Accreditation this accreditation gives some RPL but is not a requirement.

### ACCREDITATION PROCESS

#### 1. Recourses Required

- Purchase the Foundation Coaching Manual 2022 from PCA through JustGo
- Upon purchase of Manual link Workbook will be sent and can also be done on-line
- PCA Rider Manuals (E & D)
- Sports Australia online Community Coaching Essential Skills – Course is free and Unit 1 of this accreditation. Link <https://www.sportaus.gov.au/coaching/course>
- A Mentor - at least PCA NCAS Preliminary and be familiar with the current PCA Coaching Syllabus and Code of Conduct. Evidence you have undertaken at least 10 hours of mentored coaching, supervised and signed-off by your mentor.

#### 2. Complete the Workbook and ensure the following documents have been included and completed. Recognition of Prior Learning will be considered upon written application.

- Proof of current PCA Membership
- Copy of your Working with Children Check
- Copy of your completed Gear Checking Accreditation
- Signed mentor statement that Units 1-5 have been completed (Unit 6 of workbook)
- Signed Coach's Code of Conduct
- Copy of First Aid Certificate (NOT a pre-requisite)

#### 3. Submit for review to the Pony Club WA State Coaching Panel

- PCA NCAS Foundation Assessment Application Form
- 2 or 3 possible assessment dates
- State Coaching Panel will assign an Assessor and confirm date

#### 4. Practical Assessment in person or video at Club rally, Zone or State Assessment Day, Club grounds or private property by arrangement

#### Prior to the Assessment the candidate to

- Submit to Assessor
  - a. Workbook
  - b. Two lesson plans of at least 30 minutes duration.

### **Practical coaching assessment of a groundwork or flatwork lesson**

#### ***Performance Criteria***

1. Establish and maintain conditions for safe practice
2. Conduct satisfactory lesson introduction, demonstration & warm-up
3. Deliver appropriate lesson content showing satisfactory general coaching skills
4. Provide constructive feedback to riders

### **Practical coaching assessment of a jumping poles or mounted games lesson**

#### ***Performance Criteria***

1. Establish and maintain conditions for safe practice
2. Conduct satisfactory lesson introduction, demonstration & warm-up
3. Deliver appropriate lesson content showing satisfactory general coaching skills
4. Provide constructive feedback to riders

- Liaise with Assessor venue and time etc.
- Organise E or D riders (at least 3) for your assessment.
- Discuss Assessment Fee and payment

#### **On day of Assessment**

- You should bring your own equipment relevant to your lesson plans, such as a whiteboard, laminated pictures, tape measure or whatever else is needed.
- Have available a safe riding area with safe equipment
- You will be required to demonstrate all of the performance criteria and you must demonstrate the performance criteria consistently throughout each of the two lessons. Although subject to the discretion of the assessors, you should have no more than one assessment of NYC (Not Yet Competent) per section on the assessment sheet, per each of the two practical lessons.
- Upon completion the Assessors will complete the sign-off form in your workbook (take a copy) and return your workbook with your completed Practical Assessment sheets.

#### **Post Assessment**

- Assessors will complete the PCANCAS Foundation Assessment Application Form and return to State Coaching Panel along with copy of Candidates sign-off form.
- Candidate will be invoiced the cost of Assessment (plus Assessors mileage etc) and \$15 admin fee.
- Pony Club WA will enter coach's details on the PCA Database
- Forward a congratulation letter and Certificate.

### **5. Maintaining PCA NCAS Foundation Accreditation**

This is yet to be determined by Pony Club Australia