

Motorcycling Australia National Coaching Accreditation Scheme Level 1 Motorcycle Sport Coaching Accreditation/Licence Application

Accreditation and Licensing Requirements

There are three main aspects to being recognised as a Level 1 coach under Motorcycling Australia's National Coaching Accreditation Scheme, they are: -

1. Obtaining a Level 1 Motorcycle Sport Coaching Accreditation
2. Maintaining a Level 1 Motorcycle Sport Coaching Licence (annual)
3. Updating a Level 1 Motorcycle Sport Coaching Accreditation (re-accreditation - every 4 years)

1. Obtaining a Level 1 Motorcycle Sport Coaching Accreditation

To obtain a Level 1 Motorcycle Sport Coaching Accreditation (and coaching licence), the following is required: -

- Be 18 years 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
- Attend a Level 1 Motorcycle Sport Coaching Course
 - Pass the Practical Coaching Assessment (Assessment Task 1) – **during course**
 - Pass the Motorcycling Specific written assessment (Assessment Task 2) – **during course**
 - Pass the Session Planner (Assessment Task 3) – **during course**
 - Complete the Beginning Coaching Worksheet (Assessment Task 4) – **post course (within 12 months)**
 - Undertake 20 hours practical motorcycle coaching – **post course (within 12 months)**
 - Fulfil the Child Protection requirements of the State you wish to coach in
- Complete all sections of this Level 1 Coaching Accreditation/Licence Application Form and return to your **State Controlling Body**

2. Maintaining a Level 1 Motorcycle Sport Coaching Licence

Coaching accreditation last 4 years, but a Motorcycle Sport coaching licence is for 1 year. For a Motorcycle Sport coach to be recognised by Motorcycling Australia they must renew their coaching licence on an annual basis.

Page 2 is the only section that needs to be completed for renewal of coaching licence. Completed application to be return to your **State Controlling Body**

3. Updating a Level 1 Motorcycle Sport Coaching Accreditation (Re-accreditation)

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. Following are suitable updating activities: -

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

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

- Personal contact details and disclaimer/declaration
- Working with Children regulations as required by each state
- Record of coaching activities
- Coaches Code of Ethics Agreement Form
- Written proof of completing updating activities such as receipts, certificates etc



**Motorcycling Australia
 National Coaching Accreditation Scheme
 Level 1 Motorcycle Sport Coaching Accreditation/Licence Application**

Personal Details

First Name: _____ Surname: _____
 Date of Birth: _____ Club: _____
 Address: _____
 City: _____ State: _____ Postcode: _____
 Phone (h): _____ Phone (w): _____
 Mobile: _____ Fax: _____
 Email: _____
 Course Coordinator: _____
 Expiry of Accreditation (if renewing): _____ Coach Lic. No.: _____
 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 Australia disclosing my name and contact details for coaching and/or licence testing purposes.

Signed: _____ Date: _____

Working with Children

Below are the State specific legislative requirements for working with children. Please contact the respective State Controlling Body for further information on meeting these requirements.

State	Requirement	State	Requirement
NSW	Prohibited Employment Declaration	SA	Police Check from SA Police Department
QLD	Suitability Card (blue card)	WA	Working with Children check
VIC	Working With Children Check	ACT	n/a
NT	n/a	TAS	n/a

Level 1 Motorcycle Coaching Licence Fee

The annual licence fee is \$15. Payment can be made by cheque, credit card or money order.

Payment made to:
 The relevant SCB (ie. MVIC, MNSW, MQ, MANT, MSA, MTAS)

Card type (please circle): MasterCard / Visa / Bankcard

Credit card: _____ / _____ / _____ / _____ Expiry Date: ____ / ____ Total Amount: \$ ____

Name of card holder: _____ Signature: _____

Office Use Only

Coaching Licence No.: _____ Other MA Licence No (i.e. Official): _____

All applications to be retained by the State Controlling Body

Motorcycling Australia
National Coaching Accreditation Scheme
Level 1 Motorcycle Sport Coaching Accreditation/Licence Application

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 Australia and its State Controlling Bodies:

I, _____ (Full Name) am seeking Level 1 Coaching Accreditation / Re-Accreditation (please circle) 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 Australia may take disciplinary action against me, if I breach the code of ethics. I understand that Motorcycling Australia is required to implement a complaints handling procedure in accordance with the principles of natural justice, in the event of an allegation against me.
3. Acknowledge that disciplinary action against me may include de-registration from the National Coaching Accreditation Scheme.*
4. To abide by State specific guidelines and Motorcycling Australia's coaching policies.

Signature

Date

Coach's Code of Ethics:

5. Respect the rights, dignity and worth of every human being.
 - Within the context of the activity, treat everyone 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.
 - Encourage your athletes to demonstrate the same qualities.
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 your sport for a copy of its rule book, constitution, by-laws, relevant policies e.g. Anti-Doping Policy, selection procedures.
12. Any physical contact with athletes should be: *
 - Appropriate to the situation and Necessary for the athlete's skill 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 your 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 towards 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 Commission or contact Motorcycling Australia, 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.



LICENCE / MEMBERSHIP APPLICANT DECLARATION

WARNING! THIS IS AN IMPORTANT DOCUMENT WHICH AFFECTS YOUR LEGAL RIGHTS AND OBLIGATIONS, PLEASE READ IT CAREFULLY AND DO NOT SIGN IT UNLESS YOU ARE SATISFIED YOU UNDERSTAND IT.

1. I THE UNDERSIGNED (see below): [Insert Name]

HEREBY APPLY for a Motorcycling Australia Limited ("MA") licence and membership. IN CONSIDERATION OF my licence / membership application being accepted, I acknowledge and agree that:

2. DEFINITIONS In this declaration:

- a) "Claim" means and includes any action, suit, proceeding, claim, demand, damage, cost or expense however arising including but not limited to negligence but does not include a claim against a Motorcycling Organisation under any right expressly conferred by its constitution or regulation;
- b) "MA" means Motorcycling Australia Limited;
- c) "State Controlling Body" (SCB) means a state or territory motorcycling association affiliated as a member of MA;
- d) "Motorcycling Activities" means performing or participating in any capacity in any authorised or recognised Motorcycling Organisation event, meeting or activity;
- e) "Motorcycling Organisation" means and includes MA, and the MA members (including the SCBs and affiliated clubs) and where the context so permits, their respective directors, officers, members, servants or agents.

3. MEMBERSHIP

If my licence / membership application is accepted I will be a member of MA. I acknowledge my membership will be deemed to be accepted upon my participation in Motorcycling Activities and I acknowledge that I will be bound by and agree to comply with the constitutions, regulations and policies of the Motorcycling Organisations of which I become a member.

4. ACKNOWLEDGMENT OF RISKS, DANGERS & OBLIGATIONS

I ACKNOWLEDGE that:

- a) Motorcycling Activities are dangerous and that by engaging in the sport (whether as a competitor, recreational rider, coach, official or media) at the Meeting I take and am exposed to certain risks and dangers and am under certain obligations as follows:
 - i) that I may be injured, physically or mentally, and may be killed;
 - ii) that my machinery or equipment may be damaged, lost or destroyed;
 - iii) that competitors may ride dangerously or with a lack of skill;
 - iv) that track or event conditions may be hazardous and may vary without warning or predictability;
 - v) that organisers, officials, landowners/track operators and any agents or representatives of those in charge of meetings are frequently obliged to make decisions under pressure of time/or events;
 - vi) that any policy of insurance of or in respect of my life or physical or mental health may be voided;
 - vii) that there may be no or inadequate facilities for treatment or transport of me if I am injured;
 - viii) that I have an obligation to myself and to others to act safely and within the rules and regulations of MA;
- b) the Motorcycling Organisations, do not make any warranty that the services associated with the provision of the Motorcycling Activities by them to me will be provided with due care and skill or that any materials provided in connection with the services will be fit for the purpose for which they are supplied; and
- c) to the extent that any warranty is implied it is excluded to the full extent permitted by law.
- d) I have voluntarily read and understood this warning and accept and assume the inherent risks in participating in Motorcycling Activities.

5. WARNING UNDER THE FAIR TRADING ACT 1999 (VIC)

Under the provisions of the Fair Trading Act 1999 (Vic) several conditions are implied into contracts for the supply of certain goods and services. These conditions mean that the supplier named on this form is required to ensure that the recreational services it supplies to you are:

- rendered with due care and skill; and
- as fit for the purpose for which they are commonly bought as it is reasonable to expect in the circumstances; and

- reasonably fit for any particular purpose or might reasonably be expected to achieve any result you have made known to the supplier.

Under section 32N of the Fair Trading Act 1999, the supplier is entitled to ask you to agree that these conditions do not apply to you. If you sign this form, you will be agreeing that your rights to sue the supplier under the Fair Trading Act 1999 if you are killed or injured because the services were not rendered with due care and skill or they were not reasonably fit for their purpose, are excluded, restricted or modified in the way set out in this form.

NOTE: The change to your rights, as set out in this form, does not apply if your death or injury is due to gross negligence on the supplier's part. "Gross negligence" is defined in the Fair Trading (Recreational Services) Regulations 2004.

For the purposes of the clause 4, "the Supplier" shall mean and include the Motorcycling Organisations.

6. INDEMNITY AND RELEASE

IN CONSIDERATION of both MA and my SCB accepting my licence / membership application, I, to the full extent permitted by law:

- a) **INDEMNIFY AND WILL KEEP INDEMNIFIED** the Motorcycling Organisations and each of them in the following manner:
 - i) that I participate in Motorcycling Activities at my sole risk and responsibility;
 - ii) that I accept the venues at which Motorcycling Activities are conducted as they stand with all or any defects hidden or exposed;
 - iii) that I indemnify and hold harmless the Motorcycling Organisations, against any actions, costs, losses or claims which may be made by me or on my behalf for or in respect of or arising out of my death or any injury loss or damage caused to me or my equipment whether caused by negligence, breach of contract or in any other manner whatsoever.
 - b) **RELEASE AND WILL RELEASE** the Motorcycling Organisations from all liability to me for any claim, loss, damage, cost or expense (whether arising under statute, from negligence, personal injury, psychological trauma, death, property damage or infringement of third party rights or otherwise) that arises as a result of any act, matter or thing done, permitted or omitted to be done by me or which is in any way connected with my presence at or involvement in a Motorcycling Activity.
7. The release and indemnity provided by me in this declaration is in addition to, and will not in any way limit the application of, the conditions of sale attaching to tickets, conditions of entry, conditions of credentials or any other applicable terms or conditions in respect of any Motorcycling Activity.
8. A term of this release and indemnity will not apply where the term contravenes the law of the relevant jurisdiction under which any legal action is legitimately taken however such terms are severable and do not invalidate the remaining terms.

9. MEDICAL

I declare that I am and must continue to be medically and physically fit and able to participate in Motorcycling Activities. I will immediately notify MA in writing via my SCB of any change to my fitness and ability to participate. I understand and accept the Motorcycling Organisations will continue to rely upon this declaration as evidence of my fitness and ability to participate.

10. I acknowledge and agree that if required, the Motorcycling Organisations (or any of them) may arrange medical or hospital treatment (including ambulance transportation) for me. I authorise such actions being taken by the Motorcycling Organisations and agree to meet all costs associated with such action. I understand it is compulsory for me to have ambulance insurance in some form and I accept responsibility for the cost of ambulance transportation, ambulance cover and further agree to maintain ambulance cover during the term of my licence / membership.

11. PRIVACY

I hereby consent to the collection of my personal information by my SCB and MA and the use and disclosure of my personal information by my SCB and MA to other agencies and officials associated with

the conduct of Motorcycling Activities for the purposes of conducting and managing Motorcycling Activities. I understand that I may gain access to my personal information by contacting my SCB or MA. I understand that if I do not provide the personal information requested above that my licence / membership application may not be accepted.

12. PERSONAL HEALTH INFORMATION

I hereby agree with MA and the SCB that in consideration for my membership / licence application being accepted that MA and the SCB may receive, collect, store and use personal health information about me in the manner set out below:

- a) **I ACKNOWLEDGE that:**
 - i) If I am injured, become ill or die at or following any Motorcycling Activity the parties providing first aid services at the relevant activity, in addition to any hospital at which I am treated, (together "my Carers") will have health related information about me in their possession, power and control relating to me which is subject to obligations imposed by the Privacy Act ("my Information") and the Privacy Act is intended to protect my personal information;
 - ii) MA and my SCB wish to collect my Information for purposes that include their risk management programs, evaluating and improving the safety of Motorcycling Activities and generally to reduce the risks to persons engaged in motorcycle sport; and
 - iii) It is reasonable for MA and my SCB to collect, store, use and disclose my Information in accordance with clause 12(a)(i) above and in the manner set out in clause 12(b).
- b) **IN CONSIDERATION** of my membership / licence application being accepted I consent and agree that MA and my SCB:
 - i) may collect and store any of my Information, including obtain my Information from third parties including my Carers;
 - ii) may use any information collected in accordance with this clause for any purpose consistent with creating safer competition in motorcycle sport and events held by or in conjunction with MA, my SCB, or with an MA or SCB permit; and
 - iii) may disclose my Information to third parties provided such disclosure is reasonably intended to be used for the purpose of improving safety at events held by or in conjunction with MA, or with an MA permit provided any such information is held by MA or my SCB in accordance with the MA Privacy Policy.
- c) I irrevocably authorise MA and my SCB and hereby appoint MA and my SCB as my lawful attorneys to collect from my Carers, and I hereby direct my Carers to provide to MA or my SCB upon request being made by MA or my SCB, any of my Information including but not limited to any information concerning any incident or event causing or contributing to or resulting from any injury, illness or death to me, the details of any diagnosis and prognosis provided to me by my Carers (or any party with the knowledge of any of my Carers), and any other matter to the knowledge of my Carers that might reasonably be considered to be requested by MA or my SCB for the purpose of improving safety at MA and SCB events.

13. POLICIES AND REGULATIONS

I acknowledge, understand and agree that it is a condition of my membership that I agree to be bound by, and subject to, the rules, regulations and jurisdiction of MA and my SCB as amended from time to time. Copies of all MA rules, policies and regulations are available by contacting the MA office.

14. All participants are bound by the MA anti doping policy and thus understand they may be subject to drug testing. Testing conducted by the Australian Sports Anti-Doping Authority (ASADA) is in accordance with the ASADA Act and the National Anti-Doping Scheme. This involves the taking of a sample (any human biological fluid or tissue whether alive or otherwise, or any human breath) for the purpose of detecting the use of a Prohibited Drug or Doping Method. Any participant infringing MA's policy or refusing a drug test may be disqualified or otherwise dealt with in accordance with the terms of the anti-doping policy.

**SIGN
HERE**

15. EXECUTION I THE UNDERSIGNED STATE THAT I HAVE READ AND UNDERSTOOD THIS DECLARATION (INCLUDING THE WARNING, INDEMNITY AND RELEASE) AND AGREE TO THE TERMS AND CONDITIONS AS STATED.

NAME (PRINT): _____ **SIGNATURE:** _____ **DATE:** _____
PASSENGER (PRINT): _____ **SIGNATURE:** _____ **DATE:** _____

16. THIRD PARTY INDEMNITY WHERE PARTICIPANT IS UNDER 18 YEARS OF AGE

I/WE _____ being the parents or guardians of the person named in Clause 1 (hereinafter called "the entrant") HEREBY ACKNOWLEDGE: a) I/we have read the whole of this document and understand it; b) I/we consent to the applicant becoming a member of MA and the relevant SCB and participating in Motorcycling Activities; AND c) I/we are aware of the risks, dangers and obligations set out in Clause 3 above; d) I/we acknowledge that the applicant is bound by and subject to the rules and policies of MA and the relevant SCB, including, without limitation, the MA anti-doping policy.

17. IN CONSIDERATION of the applicant being accepted as a member I/WE HEREBY INDEMNIFY AND RELEASE the Motorcycling Organisations in the same manner and to the same effect as if I/WE were the applicant and agree to personally accept all terms and conditions and obligations set out in this declaration.

PARENT/GUARDIAN: _____ **SIGNATURE** _____ **DATE:** _____
PASSENGER'S PARENT/GUARDIAN: _____ **SIGNATURE** _____ **DATE:** _____

Please attach here proof
that you have fulfilled the
Child Protection requirements for
the state/s you wish to coach in.

Level 1 Motorcycle Sport Coaching Course

Evaluation Form

In order for Motorcycling Australia to continue to improve the quality of its Level 1 Coaching Course program we require your feedback. Can you please complete the following sections.

Name (optional): _____

Please circle your response to the questions below and add any further comments in the space provided.

1 = Poor 2 = Below Average 3 = Average 4 = Good 5 = Very Good

Organisation of Coaching Course

Organisation prior and during camp	1	2	3	4	5
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Comments: _____

Principles of Coaching – Lectures

Role of the Coach	1	2	3	4	5
Planning and Reviewing	1	2	3	4	5
Risk Management – Coaching Principles	1	2	3	4	5
The Coach In Action	1	2	3	4	5
Athlete Development	1	2	3	4	5

Comments: _____

Sport Specific – Lectures

Rules of Motorcycle Sport	1	2	3	4	5
Coaching Administration	1	2	3	4	5
Licence Testing Assessments	1	2	3	4	5
Risk Management – Sport Specific	1	2	3	4	5
Personal Safety Equipment	1	2	3	4	5
Motorcycle Maintenance	1	2	3	4	5
Rider Position and Weight Distribution	1	2	3	4	5
Braking	1	2	3	4	5
Throttle and Clutch Control	1	2	3	4	5
Gear Selection	1	2	3	4	5
Cornering	1	2	3	4	5
Starts	1	2	3	4	5
Track Conditions	1	2	3	4	5
Discipline Specific Skills	1	2	3	4	5

Comments: _____



SCB
 Address
 City, State, Post
 t: telephone f: fax
 email website



Presenter/Lecturers – Please respond to the presentations provided by the presenter(s) (write their name on the dotted line)

.....	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5

Comments: _____

Facilities & Accommodation – if applicable

Lecture Rooms	1	2	3	4	5
Sporting Venues	1	2	3	4	5

Comments: _____

Other – Please provide feedback on other areas not listed above

.....	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5

Comments: _____

