



Pony Club Association of Queensland Inc.

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COACH ACCREDITATION RE-REGISTRATION POLICY

What is Coach Re-registration?

Accreditation re-registration is a policy that requires Pony Club Australia NCAS Coaches to undertake a prescribed amount of continued education. All NCAS coaches registered with the Australian Sports Commission are required to undertake a prescribed amount of continued education. So it is with the Pony Club Australia NCAS coaches that re-registration is to demonstrate continuing participation and development of the coach. Re-registration is required to retain any rights as a PCA NCAS coach.

Why should PCA NCAS Coaches Re-register?

Re-registration is part of the continuing education of coaches. Its purpose is:

- to extend the knowledge and skills of coaches
- to provide an avenue for post education servicing
- to ensure that coaches are up to date with the latest techniques, coaching methods, safety issues and injury prevention information.

How Much Updating is Required?

- Accreditation re-registration begins when a coach is added to the Australian Coaching Council's (ACC's) National Register of Coaches.
- Re-registration must be completed within the 4 years from when accreditation is granted until the date stamped on the accreditation card.
- Each level of accreditation has its own requirements. The re-registration requirements progressively increase from Preliminary to Level 1.

Level – PRELIMINARY	Level – ONE
12 Points per 4 years . 2 points minimum per year . 3 points in excess available to carry over	24 Points per 4 years . 4 points minimum per year . 6 points in excess available to carry over

Re-registration Procedure

- All coaches will receive a 'Re-registration application form and Log Activity Record' from PCAQ.
- During the 4 year period Coaches will be required to keep an accurate record of their involvement in Coaching and other associated activities. The re-registration Log Activity Record must be presented to PCAQ Office for verification.
- On completion, the re-registration application form, log activity record and re-accreditation fee must be lodged with PCAQ NCAS Co-ordinator for review and endorsement of re-registration.
- PCAQ Office is responsible for re-registration re-accreditation coaches with the Australian Coaching Council and PCA National Data Base.

What happens if a coach does not re-register?

Coaches who do not complete the required number of re-registration points or move to the next level of accreditation within the 4 year period will no longer be recognised as an accredited Coach and be removed from the current register. Non current Coaches will need to apply for Re-entry into the National Coach Accreditation Scheme, by following the re-registration procedure,

Further information contact: Carol Paterson - 4653 1359 limevale_downs@bigpond.com
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Queensland Government
Getting more people active
through sport and recreation

UPDATE POINTS

Preliminary Coaches must attain at least 5 points through practical teaching at a recognised Pony Club activity during the 4 year period and at least 3 points must be gained from attending a Pony Club Coaching & Professional Development Course during the 4 year period.

Level One Coaches must attain at least 12 points through practical teaching at a recognised Pony Club activity during the 4 year period and at least 6 points must be gained from attendance at a Pony Club Coaching & Professional Development Course during the 4 year period.

ACTIVITY	POINTS
Coaching at an affiliated Pony Club. List eh number of days spent coaching	6
Act as a Mentor coach for a coaching applicant for a period of not less than 6 Months.	4
Coaching other than at Pony Club, on a regular basis i.e. RDA	2
Participate in NCAS refresher training or professional development course, Including examiners or coach educator workshop	6
Attend judges school/course building/technical course (run by Pony Club or EA)	4
Obtain or renew First Aid Certificate	4
Act as a demonstration rider in a coaching/judges course	3
Write an article in a magazine/newsletter on coaching riding or horse management	2
Complete TAFE or other recognised equine course at tertiary institution (If in doubt check with PCAQ NCAS Coordinator)	10
Attend a train the trainer course (TAFE, EA or private provider run). These course can be of value even if not directly related to equine topics.	4
Involvement in State, National or International Competitions as a coach (not a competitor)	3
Attend a clinic as riders or a spectator with an internationally recognised coach or a Level 3 coach. The clinic can be of one or more days and the coach must spend at least 8 hours watch and participating.	4
Examine at Pony Club C Certificate level or a higher level	4

Application for Re-registration as a PCA NCAS Coach

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1 Details

First Name: <input style="width: 95%;" type="text"/>	Postal Address: <input style="width: 95%;" type="text"/>
Last Name: <input style="width: 95%;" type="text"/>	Suburb/Town: <input style="width: 95%;" type="text"/>
Pony Club: <input style="width: 95%;" type="text"/>	State: <input style="width: 15%;" type="text"/> Postcode: <input style="width: 25%;" type="text"/>

2 Other Information

Home Telephone: (<input style="width: 10%;" type="text"/>) <input style="width: 85%;" type="text"/>	Work Telephone: <input style="width: 95%;" type="text"/>
Facsimile: <input style="width: 95%;" type="text"/>	Mobile Telephone: <input style="width: 95%;" type="text"/>
Email: <input style="width: 95%;" type="text"/>	Date of Birth: <input style="width: 15%;" type="text"/> / <input style="width: 15%;" type="text"/> / <input style="width: 15%;" type="text"/>

3 Qualification Information

Please indicate re-registering category:

Preliminary	<input type="checkbox"/>
Level One	<input type="checkbox"/>

Fee Structure

Coaching (4 year registration) **\$15.00**

4 Payment Details

Coaching (4 year registration)	\$ <input style="width: 80%;" type="text"/>	Payment by Credit Card:	
		Pony Club Association of Queensland is authorised to debit my: Please mark with an X	<input type="checkbox"/> Visa <input type="checkbox"/> AMEX <input type="checkbox"/> Mastercard
TOTAL (AUD):	<input style="width: 80%;" type="text"/>	Card number	<input style="width: 95%;" type="text"/>
		Card holder's name	<input style="width: 95%;" type="text"/>
		Expiry Date:	<input style="width: 15%;" type="text"/> / <input style="width: 15%;" type="text"/>
		Signature	<input style="width: 95%;" type="text"/>

6 Declaration

I acknowledge and agree that:

I agree to abide by the PCA Coaches Code of Ethics below:

I acknowledge that PCAQ may take disciplinary actions against me, if I breach the code of ethics. (I understand that PCAQ providers are required in accordance with the principles of natural justice, in the vent of an allegation against me).

I acknowledge that disciplinary action against me may include de-registration from the PCA National Coaching Scheme & National Coach Accreditation Scheme (NCAS).

Signature:

Date: / /

7 PCAQ Authorisation (PCAQ Office USE)

On behalf of PCAQ I re-register the above person as a PCA NCAS Coach. I certify that the re-registration assessment was conducted correctly and the applicant has completed all re-registration assessment requirements as per the PCA Re-registration policy.

Signature:

Date: / /

PCAQ OFFICE USE ONLY

AC Approved..... Database..... Certificate..... Invoice/Cash.....Membership#..... Qual #.....