


[www.ascta.com](http://www.ascta.com)

## ascta JUNIOR SQUAD & ASSISTANT COACH COURSE 912193NW INFORMATION

A Junior Squad & Assistant Coach has the competence to coach junior swimmers (i.e. swimmers 12-years and younger) who are in the early stages of the competitive swimming development and/or assist a suitably qualified (and licenced) Coach in the delivery of competitive swimming programs for age-group (i.e. 13-18 years) and open swimmers.

**Where:** Telecentre, Massingham Street, Kellerberrin  
**When:** Saturday 5 December 2009 10.00am - 4.30pm  
 Sunday 6 December 2009 9.00am - 3.30pm  
**Cost:** \$210  
**Information:** Contact Shirley Stephen on 9622 7660 or [trejan@wn.com.au](mailto:trejan@wn.com.au)

### The enrolment fee covers:

- your course attendance – venue/s and presentations
- resources including the course CD ROM, "Introduction to Swimming Coaching" Text, Assessment Workbook and relevant paperwork
- accreditation upon satisfactory completion of **all** course requirements
- Refreshment breaks and lunch whilst at the course
- public liability insurance whilst undertaking course components including unpaid 'practical experience'. (Upon issuing of your Licence or payment for coaching being received, you must arrange personal insurance cover.) Visit [www.ascta.com](http://www.ascta.com) for details.
- **ascta** first year coach membership (*non voting member of the Association*). Journals will be sent quarterly. For a description of member benefits, go to [www.ascta.com](http://www.ascta.com)



## ENROLMENT 912193NW and ascta First Year Coach Membership until 30 June 2010

<i>First Name</i>	<i>Middle Name</i>	<i>Surname</i>	
<i>Preferred Postal Address</i>		<i>Suburb</i>	<i>Postcode</i>
<i>Email</i>			
<i>Phone</i>		<i>Mobile</i>	
<i>Are you Aboriginal or Torres Strait Islander? Yes / No</i>			<i>Date of Birth</i> ____/____/____
<i>Do you suffer from any medical conditions? Yes / No (If yes, please specify)</i>			<i>Gender</i> MALE / FEMALE
<i>Person to contact in case of emergency:</i>		<i>Emergency person contact number:</i>	

<b>List any other information if relevant to you</b>
Swim Teacher number _____ Expiry Date ____/____/____ CPR Qualification _____ Expiry Date ____/____/____
Swimming Club _____ Suburb/town you currently coach at _____

## JUNIOR SQUAD & ASSISTANT COACH COURSE AND PROHIBITED PERSON DECLARATION

I have read, understood and agree to the Course Terms and Conditions overleaf and the <b>ascta</b> Code of Conduct, as posted on <a href="http://www.ascta.com">www.ascta.com</a>		
I declare that I am not a person prohibited under the SAL Member Protection Policy from working or seeking work in the roles set out ( <i>provided over page</i> ). <b>Note</b> , seek legal advice if you are unsure of your status.		
I am aware that I am ineligible to work or seek work in the roles set out if I have been convicted of a Serious Sex Offence, as defined in the SAL Member Protection Policy.		
I have read and understood the information in relation to the SAL Member Protection Policy and understand my responsibilities and obligations under it. I acknowledge that I am required to advise the CEO of <b>ascta</b> ( <i>or the most senior employee</i> ) immediately upon becoming a Prohibited Person.		
<i>Have you been an ascta member? Yes / No</i>		
<i>Signature</i>	<i>ascta number (if known)</i>	<i>Date</i> ____/____/____

<b>Parent/Guardian Consent</b> ( <i>in respect of person under the age of 18 years of age</i> ) I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct to the best of my knowledge		
<i>Name (please print)</i>	<i>Signature</i>	<i>Date</i> ____/____/____

## COURSE TERMS AND CONDITIONS

### To participate, Students:

- ⇒ should be 16 years of age at course commencement and must be aged 17 years or older to be accredited
- ⇒ should obtain a medical clearance prior to participating in the practical activity components of the course
- ⇒ must complete the Enrolment and **ascta** Membership Registration, Course and Prohibited Person Declaration, then send with payment to the Course Administrator

### To be accredited, a Student must:

- ⇒ attend all sessions
- After the course:
  - ⇒ complete an Assessment Workbook to a satisfactory standard
  - ⇒ the Assessment Workbook tasks are to be signed off by the Course Administrator
  - ⇒ the practical assessment (task 6) may be based upon the recommendation of someone with a vested interest such as a School Principal or Swimming Club President
  - ⇒ achieve a satisfactory Nationwide Police Check

**Recognition of Current Competency (RCC):** Some potential Students may be able to satisfy all or some of the competency requirements for accreditation without having to attend the full formal course.

An RCC application kit can be obtained from SwimEd, if you think this applies to you.

Complete and return the RCC application and supporting evidence along with fee of \$40 to SwimEd. The application will then be assessed. Further fees are payable if the application is successful (*minimum \$100*).

**Payment, Refunds, Transfers & Course Cancellations:** Payment must be included when enrolling. You will be registered when your payment is cleared.

Your Course Administrator should be contacted **prior to the course commencement** if you are unable to attend the course. If the Course Administrator is administering another course at a suitable time and venue, you **may** be able to transfer to this course. Otherwise refunds will incur a 25% administration fee.

Courses may be cancelled for a variety of reasons, at the Course Administrator's discretion. In this event, a full refund of your course fee will be provided. It is recommended that you consider separate insurance for accommodation and travel expenses.

**Language, Literacy and Numeracy:** Course candidates should contact SwimEd if extra assistance is required. An extra fee may be charged.

**Appeals and Complaints:** Appeals and/or complaints should be in writing and addressed to the SwimEd Manager. A written response will be forwarded within 21 days of receipt.

**Privacy Disclosure:** Course Administrators are required to pass onto SwimEd all Student contact and assessment details. This information is required for accreditation or **ascta** membership and is disclosed to Swimming Australia Ltd (*including its member organizations e.g. ascta and the state swimming associations.*)

### Contact the Course Administrator in the first instance

<b>SwimEd</b>	<b>www.SwimEd.com</b>
email	<a href="mailto:coaching@SwimEd.com">coaching@SwimEd.com</a>
phone	07 5494 9649
fax	07 5494 9022

**Please note,** Personal Public Liability and Professional Indemnity Insurance (*for employed or volunteer swimming Coaches and Teachers of swimming members*) can be purchased through **ascta** for \$78 per annum. **ascta** members who fall outside these categories can contact the **ascta** Insurance Brokers, Marsh Insurance on 1300 305 575 for assistance in obtaining the correct insurance cover.

## PROHIBITED PERSON DEFINITION

Australian Swimming Coaches & Teachers Association (**ascta**), in conjunction with Swimming Australia Ltd (SAL)

The SAL Member Protection Policy makes it a breach of the policy for a Prohibited Person (*defined as a person who has been convicted of a Serious Sex Offence*) to work or seek work in the following roles:

- As a coach or teacher of swimming who may be appointed or seeking appointment (*whether employed, contracted or otherwise*) for reward
- As a volunteer appointed or seeking appointment, who will (*or is likely to*) come into contact with competitors or pupils under 18 years of age
- As a volunteer or paid person appointed or seeking appointment to a role in which that person is likely to have individual and unsupervised contact with competitors or pupils under 18 years of age (*for example, a team manager*)

Coaches and Teachers of swimming applying to become members of **ascta** also become members of SAL (*except for ascta 'Associate Members'*) and must comply with SAL's Member Protection Policy. **ascta** reserves the right to reject a membership application of otherwise qualified persons (*with the exception of 'Associate Member' applications*) if:

- A Prohibited Person Declaration has not been signed, or
- Where this declaration reveals the person is a Prohibited Person

The SAL Member Protection Policy defines a Serious Sex Offence to mean an offence involving sexual activity or acts of indecency including but not limited to:

- Rape
- Indecent assault
- Sexual assault
- Assault with intent to have sexual intercourse
- Incest
- Sexual penetration of child under the age of 16
- Indecent act with child under the age of 16
- Sexual relationship with child under the age of 16
- Sexual offences against people with impaired mental functioning
- Abduction and detention
- Procuring sexual penetration by threats or fraud
- Procuring sexual penetration of child under the age of 16
- Bestiality
- Soliciting acts of sexual penetration or indecent acts
- Promoting or engaging in acts of child prostitution
- Obtaining benefits from child prostitution
- Possession of child pornography
- Publishing child pornography and indecent articles

**ENROLMENT 912193NW PAYMENT DETAILS – TAX INVOICE ABN 16 320 971 663**

Please photocopy and retain a copy for your tax records

Enclosed is       Cheque       Money Order

Payable to Region 3 in the amount of \$\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



Send to	Name	Shirley Stephen
	Address	PO Box 30, Northam, 6401
	Fax	9622 7662