

# **NTCA COACH Guideline Procedures and Information**

## **Coach Registrations:**

All clubs, must forward a copy of your club's coach registrations BEFORE commencement. Registrations are due to be lodged

NOTE – this is for Coaches ONLY & **not** required for cadets.

For each coach, this needs to include –

1. NTCA Coach Registration Form
2. Code of Ethics – signed
3. 1<sup>st</sup> Aid Certificate - current copy
4. Ochre Card – copy of Ochre Card. **Ochre Card Application number or approved Exemption Form will be accepted, until Ochre card is received and copy provided. This step is required for mentoring/assisting/coaching role and for back stage access at NTCA competitions.**
5. Confirmation the coach has viewed the Banned Movements video (on the NTCA Registration Form)
6. Registration Fee paid to NTCA,
7. Copy of all documents and payment details send to **NTCA Coach Coordinator**, or **NTCA Registrar**. [registrar.ntca@gmail.com](mailto:registrar.ntca@gmail.com), before 31<sup>st</sup> January each returning year.

**Coach registration is a dual process –**

- Every 4 years – registration with ACF & Aust Sports commission – where the coach has to verify they are remaining current with their development & coaching skills. ASC issues the log book & coach certificate with ID number.
- Plus annual registration with NTCA – Coach Coordinator will issue the annual coaching card, upon completion of the above.

## **Coach Interstate Transfers:**

Coaches must complete the ACF “Coach Interstate Transfer Form”, to be submitted with other relevant forms.