



## Coach registration quick reference guide

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### STEP 1 - Register as a member

- » **ENTER** your details as a Sporting Schools member
- » **ACTIVATE** your account via the link sent to your email address
- » **LOGIN** using your email address

If you are applying for an **EXEMPTION** you are required to provide details out-lining your exemption requirements within the comments section.

(See teacher exemption details overleaf)

### STEP 2 - Register as a coach

- » **CLICK** register as a coach
- » **ENTER** your address and details
- » **IDENTIFY** the type of coach that you are  
(See coach type definitions overleaf)

### STEP 5 - Qualification

You will need to submit evidence that meets the national sporting organisation coach endorsement requirements. Please refer to [NSO sport pages](#) for further details.

### STEP 3 - Insurance

- » **DECLARE** your insurance status
- See [FAQs](#) on the website for further details.

### STEP 6 - Sporting Schools Profile

- » **ENTER** your contact details
- » **ENTER** your preferred sport/s to be delivered
- » **ENTER** your state (your location and/or the location of your nominated coaching provider)
- » **SELECT** the coaching provider or indicate that you will manage your own bookings
- » **ENTER** your area to be serviced (KMs)
- » **ENTER** your availability (before, during and/or after school)
- » **ENTER** your rates per session (includes planning and travel)

### STEP 4 - Working With Children Check

You are required to have a valid state/territory working with children check relevant to your nominated delivery location.

Please provide the following **MANDATORY** details:

- » State
- » Check type (*WWCC, Blue card etc.*)
- » Identified (*Number*)
- » Expiry date (*15/08/2018*)
- » Evidence (*upload a copy of your WWCC*)

See the [Play by the Rules](#) website for state/territory Working with Children Checks fact sheets.

### STEP 7 - Final Step

- » You are required to agree to all the terms and conditions

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## Coach type definitions

<b>Student - High School</b>	<i>A person enrolled in a Secondary School.</i>
<b>Student - TAFE / University</b>	<i>A person enrolled at a tertiary establishment.</i>
<b>Community Member</b>	<i>A person in the community who meets the coach registration requirements but is not associated with any other coach type identified on the Sporting Schools Coach Registration Form.</i>
<b>Local Club Member</b>	<i>A person affiliated with a local club in a paid or volunteer role.</i>
<b>School Teacher / Employee</b>	<i>A person employed by a school.</i>
<b>Commercial Operator</b>	<i>Employed by a for-profit, non-government, organisation that provides sporting services and facilities at a local, regional or national level.</i>
<b>Professional Coach</b>	<i>A paid person coaching on a full time basis.</i>
<b>SSO Employee</b>	<i>A person employed by a State Sporting Organisation (SSO).</i>
<b>NSO Employee</b>	<i>A person employed by a National Sporting Organisation (NSO) .</i>

## Teacher exemption details

**VIC Teachers** are exempt from a WWCC if you are registered with the Victorian Institute of Teaching (VIT)

**SA Teachers** are exempt from a WWCC if you are registered with the Teachers Registration Board SA (TRBS)

**QLD Teachers** are exempt from a WWCC if you are registered with the Queens-land College of Teachers (QCT)

**NSW Teachers** are exempt from a WWCC if you registered with the Board of Studies Teaching & Educational Standards (BOSTES)

