



September 2013

HOW TO GET REACCREDITED AS A QUALIFIED OUTRIGGER COACH BEFORE YOUR CERTIFICATE EXPIRES

Australian Canoeing has the following requirements to be re-accredited:

-complete 24 credit points of approved update activity in 4 years

OR

-Attain the Level 2 in your sport (**There is no Level 2 Outrigger Specific. Attaining 24 credit points are the far easier option anyway**).

To be re-accredited:

1. **Make sure your First Aid, CPR and Blue Card (or similar) certificate are current** (mandatory, 12 points, category 1 on the Re-Registration table)
2. **Obtain your 'Play by the Rules' certificate** by completing the online training provided by the 'Play by the Rules' website. This training is about discrimination, harassment and child protection.
<http://www.playbytherules.net.au/online-learning>.
Once you have entered a username and password go to the 'Discrimination and Harassment – Coaching' link
3. **Obtain a letter from your club to verify that you have been actively coaching for 2 of the last 3 sessions** (directly leading into the expiry date) (12 points – this letter is in place of the log or coaching diary as listed for category 2 on the Re-Registration table)

4. Complete the Application Form

(www.canoe.org.au/education.coaching.reregistration, then go to the Coach Reregistration section) at section 5 leave the Assessor columns blank, remember to sign the Declaration ie: section 7, leave section 8 blank.

5. **Organise payment** (\$44.00) using the form provide. You can also make payment via Bank cheque or Money order. Make sure this is sent through to your National Coaching Co-ordinator along with all required documents.

6. Send your Form, Certificate and Letter to the **National Coaching Co-ordinator**. The National Coaching Co-ordinator will then send it onto Australian Canoeing-

The letter needs to contain the following:

- Club letterhead
- An outline of your coaching duties for the two seasons leading into the expiry date of your certificate
- How often you coach
- Signature of club president or secretary

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A late application for reaccreditation will be accepted if it is received by the National Coaching Co-ordinator within two months of your certificate expiring.

Should you fail to apply for reaccreditation within two months of your certificate expiry you will need to complete all requirements of becoming a qualified Outrigger Coach again ie: attend the course, submit coaching diary etc.

- It may take up to 3 weeks for Australian Canoeing to process your application. It is Australian Canoeing who issue you with your certificate. The certificate is valid for 4 years as long as you have a current First Aid certificate and a current CPR certificate and provided you remain a registered paddler with AOCRA. Should your AOCRA registration lapse for more than 4 weeks your Coaching status will not be recognized by AOCRA.

All documentation for Re-accreditation must be addressed to:
AOCRA - National Coaching Coordinator:
rainmartin.coaching@gmail.com