**BRITISH CANOEING INTERNATIONAL**

**LR FORM**

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LEADERSHIP QUALIFICATIONS REGISTRATION FORM

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| **PLEASE COMPLETE ALL SECTIONS ON THIS FORM IN FULL AND RETURN, ALONG WITH ALL MONIES AND RELEVANT INFORMATION, AT LEAST TWO WEEKS PRIOR TO YOUR COURSE START DATE, TO BRITISH CANOEING INTERNATIONAL (ADDRESS ON PAGE 2)**.  CHEQUES MUST BE PAYABLE TO **BRITISH CANOEING**  **IMPORTANT: CANDIDATES ARE REQUIRED TO REGISTER PRIOR TO ASSESSMENT AND ARE NOT REQUIRED TO REGISTER PRIOR TO 4 OR 5 STAR LEADER TRAINING. REGISTRATION IS VALID FOR 12 MONTHS.** | |
| Forename:  Surname:  Permanent Address:    Postcode: | Tel (H):       (M):  Email:  Date of Birth:  Gender:  Male  Female  Home Nation:  British Canoeing  Canoe Wales  SCA  CANI  Membership No: |
| **TYPE OF COURSE TO BE UNDERTAKEN** | **REGISTRATION FEE** |
| 4 Star Leader Award | £15 Members |
| 5 Star Leader Award | £30 Non Members |
| **DISCIPLINE** |  |
| White Water**\*\*** |  |
| Sea**\*\*** |  |
| Surf**\*\*** |  |
| Open Canoe**\*\*** |  |
| Touring**\*\*** |  |
| Freestyle**\*\*** |  |
| OC1**\*\*** |  |
| **\*\***State Discipline: | |
| **Do you consider yourself to have a disability?**  Yes NoPrefer not to say  If yes, what is the nature of your disability?  Visual  Learning  Hearing Multiple  Physical  Other  Prefer not to say  Please give details including any assistance you may require:      **Please note: By signing the candidate declaration you are confirming your physical competence.** | **ETHNIC ORIGIN**  **WHITE:** British  Irish  Other\*  **MIXED:**  White & Black Caribbean  White & Asian  White & Black African  Other mixed\*  **BLACK/ BLACK BRITISH:** Caribbean  African  Other Black\*  **ASIAN / ASIAN BRITISH:** Indian  Pakistani  Bangladeshi  Other Asian\*  **CHINESE**  **OTHER ETHNIC GROUP**  \*please specify: |
| **IMPORTANT – PRE-REQUISITES**  I am aware of the pre-requisites required for the award I wish to take, and enclose copies as appropriate.  *Registered*  Proof of Relevant Star Award Training  Registration Fee  Relevant Safety Training  VHF Licence (Sea only)  First Aid Award | |
| Assessment to be completed by ..........................…………………  *Assessment*  To be signed by Assessor......................... ………………………… | Date: …………………………… |
| **CANDIDATE DECLARATION- MUST BE COMPLETED**  By signing this application, I confirm I have read, understood and accept all of the information provided on **Page 1 and 2**.  I confirm I have read and accept the Declaration Statements on **Page 2.**  I confirm that this application has been completed honestly and accurately. | **SIGNATURE:** …………………………………………………………….  **PRINT NAME:** ………………………………………………………….  **DATE:** ………………………………………… |

**For use by International Candidates**

**BRITISH CANOEING INTERNATIONAL**

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| **DISCLOSURE:**  Criminal record checks are no longer linked directly to coaching qualifications. However, as a paid or volunteer Leader/instructor/ supervisor you may be legally required to carry out a Disclosure and Barring Service (DBS) check prior to carrying out a role which meets the eligibility requirements. It is your responsibility along with your deployer or employer to ensure the appropriate level of Disclosure is in place.  It is important to understand that certain previous or current conviction, caution, warning or reprimands which are deemed to make you unsuitable for working with children or adults may restrict or prevent you from undertaking a coaching role. A [Self Declaration Form](https://f58619eed67ecf47f9c5-69635130c45beb2524d5bafa9c042fe0.ssl.cf3.rackcdn.com/commonUploads/G7_Self_Dec_2014_approved_CMG_Dec_2015.docx) is available for you to download and declare relevant information at this stage. For more information and eligibility requirements visit your Home Nation Association website. |
| **FEES:** The fees payable with the Leadership Registration Form are outlined on page 1. These fees relate to administration, resources and licensing requirements. IMPORTANT: A separate course/ tutor fee may be applicable, which is charged and paid to the course provider directly. Cheques are to be payable to **British Canoeing** |
| **DATA PROTECTION:** British Canoeing and its Home Nation Association will use your personal data including sensitive personal data for coach education purposes only and to send you, by post/email/SMS, information related to those purposes. To help us raise funds for Paddlesport, British Canoeing may send you information about our offers (e.g. tickets, products) and about offers from carefully selected third parties, by post/ email/ SMS.  By returning this form we will assume you have consented to this, unless you tick this box: . British Canoeing may also pass your contact details to carefully selected third parties so that they can send you, by post details of their products and services. By returning this form we will assume you have consented to this, unless you tick this box: |
| **POLICIES:** British Canoeing have endorsed the following policies and as such all coaches should read, endorse and abide by the following which can be found on your Home Nation website.  **State of Physical Competence Child Protection Policy Equal Opportunities Policy Insurance Policy**  **Duty of Care Policy Manual Handling Policy Coach Update Policy Code of Ethics Policy** |
| **DECLARATION STATEMENTS:**   * \*I declare that, to the best of my knowledge and belief, I am physically fit and do not knowingly have any condition which may impair my ability to function effectively as a coach/ instructor and or my ability to be responsible for the overall safety of canoeists in my charge. * \*I agree that I will inform the British Canoeing Director of Coaching should I, at some future time, suffer any significant injury or develop any debilitating illness or condition which might impair my ability to function effectively as a coach/ instructor of canoeing. * \*I do not have diabetes or epilepsy, and understand that in the event of any change to my fitness to be responsible for the safety of others, I must declare the fact to the British Canoeing Director of Coaching. * I have read and agree to abide the British Canoeing policies listed above. * I understand that the First Aid pre-requisite relevant to the level being taken should be in place at the time of assessment and that it should be kept current while ever I am training/ practicing as a coach/Leader. * I understand that in law I have a ‘Duty of Care’ to others, and that this duty of care is enhanced with regard to the responsibility to those who I teach because of the training and qualification I receive. * I confirm that I currently hold the pre-requisites^ to undertake the Leadership award applied for on page 1 and enclose photocopies as proof. [Refer to guidance notes and syllabi to clarify pre-requisite requirements of each leadership level] * I understand that I am required to engage in the course and all that it requires through the medium of English^^ language. I declare that English^^ is my first language or that my English^^ language skills are good enough to fully participate in the training and assessment activities. * I acknowledge that in my role as a British Canoeing Leader, I have responsibility to protect and use the intellectual properties of British Canoeing for their intended purposes only. * By signing the Candidate Declaration on page 1, I agree that I understand and accept all of the information provided and that the application has been completed honestly and accurately.   \**The declaring of any condition/ illness/ impairment does not necessarily debar a person from holding a Leadership award. British Canoeing does its utmost to ensure that only common sense conditions are placed on those who may not be able to fulfil all requirements, both stated and implicit, for the holding of a coaching qualification.*  *^^ or Welsh if the course is advertised/delivered through Welsh language.* |
| **PLEASE ENSURE YOU HAVE READ AND AGREE WITH ALL OF THE ABOVE BEFORE SIGNING THE CANDIDATE DECLARATION ON PAGE 1.**  Return the completed and signed form along with the appropriate monies and supporting documentation to **British Canoeing International**.  **British Canoeing International: National Water Sports Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU** |