



Australian Government
Australian Sports Commission



Coach Re-Accreditation Checklist

Full Name: _____ Email Address: _____

Membership Org: _____ Membership No: _____

Phone Number: _____ Coaching Level: _____

Use this checklist to ensure you submit all of the required paperwork necessary to update your coach accreditation. NB: Submissions that are missing documentation will not be processed.

Documentation	Attached (✓)
Signed BMXA Coaches Code of Behaviour <i>(Download a copy at www.bmxaustralia.com.au and click on Development)</i>	
A letter from your State/Territory Organisation or Club President confirming your coaching activity	
Log/Summary of your Coaching and Professional Development Activities <i>(Attach a log/summary of your activities over the past 4 years)</i>	
First Aid Certificate (including CPR) from a registered training organisation. <i>(First Aid Qualifications are mandatory)</i>	
Current State/ Territory Background Check (Working with Children Check) <i>(Only required if you are coaching children under the age of 18)</i>	

BMXA Office Use Only

All Paperwork received: Initial: _____ Date: _____

IMIS Updated & Success Email Sent: Initial: _____ Date: _____

Coach Spreadsheet/ Card Print Report Updated: Initial: _____ Date: _____

Letter/ Card Posted: Initial: _____ Date: _____

Please send to: Rob Leggett

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or email: rob.leggett@cycling.org.au