

# NCAS Application Form - Level 1

## Club and contact details

Name of Club: \_\_\_\_\_  
Association / Zone Affiliated to (if applicable) : \_\_\_\_\_  
Member Federation Affiliated to: \_\_\_\_\_  
Club Contact: \_\_\_\_\_  
Position within Club: \_\_\_\_\_  
Contact Details:  
E-mail: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Club Website: \_\_\_\_\_



## Theme 1: Teams entered (please circle)

How many teams does your club have entered into FFA registered competitions? \_\_\_\_\_

Does your club provide playing opportunities for:

Girls ..... YES/NO  
Boys ..... YES/NO  
Women ..... YES/NO  
Men ..... YES/NO

Do the teams in your club play the correct formats of MiniRoos? ..... YES/NO

Does your club use MyFootball Club to register players? ..... YES/NO

## Theme 2: Club Management & Governance

Are your club's volunteers registered on the MyFootballClub system? ..... YES/NO

Is your club incorporated? ..... YES/NO

Does your club adhere to the National Registration Regulations? ..... YES/NO

Does your club display and encourage adoption of the FFA Codes of Conduct for players, coaches and parents? ..... YES/NO

Has your club completed any relevant financial disclosure forms that are required from State / Territory Government? ..... YES/NO

Does your club have position descriptions in place for your President, Secretary, Treasurer and MiniRoos Coordinator? ..... YES/NO

Does your club have a Member Federation / Zone approved Constitution? ..... YES/NO

## Theme 3: Child Protection (please circle)

Has your club adopted and does it adhere to the FFA Member Protection Policy? ..... YES/NO

Is the management of your club confident that all club volunteers / personnel satisfactorily abide by the relevant Child Protection legislation in each State / Territory including any specific checks that may be required? ..... YES/NO

### Theme 4: Accredited Coaches

Each Level in the NCAS notes that a specific percentage of your clubs coaches must be appropriately accredited for the age group / level they are coaching and also requirements for female coaches. Appropriate Levels are detailed below:

- U6 - U9: Grassroots Football Certificate
- U10 - U13: Skill Training Certificate
- U14 - U17: Game Training Certificate
- U17+: Senior Coaching Certificate

How many teams does your club have? \_\_\_\_\_

How many of your clubs coaches are appropriately accredited for the age group they are coaching? \_\_\_\_\_

How many female coaches does your club have? \_\_\_\_\_

### Theme 5: Safety and Risk Management

Does your club have at least one volunteer / employee with Sports Medicine Australia / St Johns, First Aid qualifications (or equivalent)? ..... YES/NO

Does your club have at least one fully stocked first aid kit? ..... YES/NO

Can your club provide evidence that you have implemented FFA / Member Federation approved Risk Management Procedures? ..... YES/NO

### Theme 6: Future Planning: Club Development Plan (not required for NCAS Level 1)

- Does your club have a current Club Development Plan that addresses the following areas of club development?
- Player growth and retention: ..... YES/NO
  - Volunteer development: ..... YES/NO
  - Communication and Marketing: ..... YES/NO
  - Partnership Development: ..... YES/NO
  - Creating a welcoming environment for all: ..... YES/NO
  - Promoting positive behaviour: ..... YES/NO
  - Other (please list): \_\_\_\_\_

### Theme 7: Promoting Positive Behaviour

Does your club enforce the ideas behind FFA's RESPECT Campaign, and display the associated collateral? ..... YES/NO

### Document Checklist

To complete your application, your clubs needs to submit the following documents to a satisfactory standard to your relevant Member Federation:

- Completed Relevant Financial Disclosure Form (state government)
- Club Constitution