

# NCAS Application Form - Level 4

## 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: \_\_\_\_\_



**NATIONAL CLUB  
ACCREDITATION SCHEME**



## 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 (please circle)

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 all volunteers / employees within your club? ..... YES/NO

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

Are you able to provide evidence of your club attending at least two club forums in the last 12 months run by Football or by an approved Football partner? ..... YES/NO

Has your club appointed a member to the following positions, with relevant position descriptions:  
Schools Liaison Officer: YES/NO      Parent Liaison: YES/NO      Coaching Coordinator: 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 (please circle)

Does your club have at least five volunteers/employees 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 (please circle)

Does your club have a current Club Development Plan that addresses the following areas of club development?

Club Vision: ..... YES/NO

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

Facility Development: ..... YES/NO

Disability Development: ..... YES/NO

Coaching Education: ..... YES/NO

Developing Match Officials: ..... YES/NO

Opportunities for Beach / Futsal: ..... YES/NO

Other (please list): \_\_\_\_\_

#### Theme 7: Promoting Positive Behaviour (please circle)

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:

- |  |  |
|--|--|
| <input type="checkbox"/> Completed Relevant Financial Disclosure Form (state government) | <input type="checkbox"/> Relevant Position Descriptions      |
| <input type="checkbox"/> Club Constitution   | <input type="checkbox"/> Completed Risk Management Procedure |
| <input type="checkbox"/> Evidence of attendance at 2 club forums                         |  |
| <input type="checkbox"/> Club Development Plan   |  |
| <input type="checkbox"/> Evidence of First Aid Quals                                     |  |