



**BADMINTON
SCOTLAND**

**Guide to
Completing the
UKCC Level 2
Application Form**

Section A: Course Information

Please insert the date and venue of the course you would like to attend. Please also give the name of the Course Code if known.

Please insert your Coach Register Number in the box (if you are a member).

Insert the name of any source providing additional funding, for example a local sports council, ILA funding or a local authority grant. Please also provide the amount of funding secured.

The course fee must be attached to the application form. If you have applied and been successful for SportsScotland subsidy, then the payment should be the remainder of the cost. We will need proof that subsidy has been offered.

Section B: Candidate Registration

Please complete your personal details in the appropriate boxes.

Please provide your SQA Candidate Number as this ensures that there will be no delay in issuing your certificate.

Please provide details of any previous coach education courses you may have attended. BadmintonScotland strongly recommends that any prospective candidate completes appropriate levels prior to attending Level 2.

Section C: Ethnicity

Please complete this section. The information you provide will be treated in the strictest confidence and is for monitoring purposes only.

Section D: Disability

Please complete this section as it will assist the tutors to plan and deliver a course that fits the needs of all candidates.

Section E: Physical Activity Readiness Questionnaire

Physical Activity is safe for most people and should not pose and problem or hazard. Some people, however, should check with their doctor before undertaking strenuous physical activity. Section E should be completed by all candidates.

Section F: Candidates With Special Requirements

Please complete this section as it will assist the organisers and tutors to plan and deliver a course that fits the needs of all candidates.

Section G: Disclaimer/ Code of Conduct and Ethics

Please complete this section.

Section H: Data Protection

Please complete this section

Section I: Coaching Information

Please provide details of your coaching activity.

Section J: BadmintonScotland Coach Register

We advise that all coaches join our coach register. Coach Register benefits can be found below and on our website. As coaches are self-employed we cannot cover the cost of PVG applications. All self-employed coaches should be aware that it is their responsibility or their employer's responsibility to complete the PVG process (unless coaches are volunteering at one of our affiliated clubs who have registered to use us as their intermediary body).

COACHES REGISTER BENEFITS:

1. Public Liability Insurance of £5M (except category D members & those in category E living outwith Scotland) and only for category A if they meet the criteria of assisting the appropriate level of coach.
2. Subscription to 'Scottish Badminton' magazine (3 issues per year)
3. Preferential prices on Yonex equipment and clothing (see enclosed letter)
4. Your name may be offered to local authorities for employment on a coaching basis only if you tick the data protection box.
5. 1 Free annual place at a CPD workshop throughout the year and reduced prices thereafter
6. Reduced price ticket for National Coaching Conference
7. Affiliation to BADMINTONScotland.

To apply to become a member of our coaches register, you can visit our website and download the form, or email Coachadmin@badmintonscotland.org.uk

BADMINTONScotland would like to point out that if you are receiving income as a self-employed coach you should read the H.M.R.C. website and obtain an UTR number.