

Good Coaching Practices to Reduce Risk - Checklist

| Program | Yes | No |
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| Planning | | |
| Do you supervise participants at all times? | | |
| Do you modify activities when mismatches in ability cannot be corrected easily? | | |
| Do you modify the activity and/or the equipment to cater for individual needs, especially with juniors and participants with a disability? | | |
| Do you plan for when a new participant joins your activity at any time? | | |
| Do you plan for when a participant returns from injury or illness? | | |
| Do you plan for progressing to the next drill or teaching a new skill? | | |
| Do you keep written records of your planning for statute periods? | | |
| Do your plans fit in with the philosophy of the club? | | |
| Do you protect your organisation's intellectual property? | | |
| Do you coach in a community where you need to consider cultural differences? | | |
| Do you communicate your plans and advise of risks effectively: | | |
| • with participants? | | |
| • with their parents/guardians? | | |
| • with your peers, employer or others? | | |
| Instruction | | |
| Does your session include achievable progressions? | | |
| Does your session include techniques, tactics and rules in accordance with expected methods in your sport and the development level of the participants? | | |
| Do you deviate from your plans? | | |
| Do you provide instruction regarding the safety of the activity? | | |
| Do you explain the risks? | | |
| Do you explain the risks simply, in more than one way, and confirm that the risks are understood by the participants and others? | | |
| Do you keep up to date with current coaching techniques? | | |
| Do you coach so that your supervisor/mentor can see and hear your instructions to the participants? | | |
| Matching participants | | |
| Do you consider participants' ages? | | |
| Do you consider participants' sizes? | | |
| Do you consider participants' physical and psychological abilities? | | |
| Do you consider participants' technical abilities? | | |
| Do you consider participants' wellness? | | |
| Do you consider participants' individual differences? | | |
| Are you especially prudent with matching young participants? | | |
| Participants/Other Personnel | | |
| Injury and illness | | |
| Do you know how to determine whether an illness or injury to a participant is sufficient to stop their participation? | | |
| Do you ensure that an injured participant is ready to return to play following an injury or illness? | | |
| Do you know what infectious diseases you need to consider, especially for contact sports? | | |
| Medical information | | |
| Do you include emergency contact details in this information? | | |
| Do you ask for medical conditions to be advised? | | |
| Do you record when injuries occur? | | |

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| Child protection | | |
| Do you communicate appropriately with participants? | | |
| Do you ensure that any physical contact is in the open and appropriate? | | |
| Do you transport participants appropriately? | | |
| Do you follow legislative procedures for working with participants and managing alleged abuse? | | |
| Environment | | |
| Safe environment | | |
| Do you note and remedy hazardous conditions through regular inspections of the environment? | | |
| Do you monitor the environment for change and advise participants if it becomes hazardous? | | |
| Do you take responsibility for peripheral areas to the training environment (warm-up, training, change rooms, equipment stores, car park, etc.)? | | |
| Do you foresee potentially dangerous situations and are you ready to help prevent them from occurring? | | |
| Do you ensure that climate conditions do not adversely affect the health of participants (heat, cold, wind, etc.)? | | |
| Communicating information about risks | | |
| Do you ensure that risks are sign posted? | | |
| Do you give precise rules for using the facility, personnel equipment, etc.? | | |
| Do you enforce the rules? | | |
| Do you coach in a community that accepts the decisions made by coaches? | | |
| Equipment | | |
| Do you inspect equipment regularly? | | |
| Do you remove broken or worn equipment? | | |
| Do you advise management when broken or worn equipment needs repair? | | |
| Do you provide equipment appropriate for the age and ability level of participants? | | |
| Do you explain how to use the equipment? | | |
| Do you teach participants how to fit, use and inspect their personal equipment? | | |
| Do you only allow qualified personnel to fit, install, adjust and repair equipment? | | |
| Do you store equipment appropriately? | | |
| Do you ensure safety equipment is worn? | | |
| Do you ensure the equipment is hygienically cleaned (if required in your sport)? | | |