



# **Tennis Australia Development Coaching Course (Level 1)**

**TAS-DEVONPORT-LAUNCESTON-HOBART-  
APRIL**

Applications close: 1 April 2024

Course cost: \$1,860.00 (Inc. GST)

**Course Information**

## TENNIS AUSTRALIA DEVELOPMENT COACHING COURSE (LEVEL 1)

During the Tennis Australia Development Coaching Course (Level 1), participants learn to develop the skills of junior Tennis players through the delivery of the Hot Shots Tennis program. There is a major focus on planning, delivering and reflecting on coaching sessions and creating positive learning environments for children. The course covers the Hot Shots Tennis program, Tennis Australia technical and tactical fundamentals, Cardio Tennis, legal and ethical responsibilities of a coach, risk management, program planning, Tennis rules, personal development and using technology.

From the commencement of this course, you may be eligible for up to two years complimentary Tennis Australia Coach Membership as a Trainee Tennis Australia Coach Member.

### Course details

The Tennis Australia Development Coaching Course (Level 1) will be delivered from:

Friday 26 April 2024 to Sunday 11 August 2024 (13 days, 100% attendance is required)

Schedule attached (Subject to change)

The venue for this course will be:

Block 1 – Devonport Tennis Club - Eugene Street, Devonport TAS 7310

Block 2 – Launceston Tennis World - 57 Racecourse Crescent, Launceston TAS 7250

Block 3 – Domain Tennis Centre - 2 Davies Avenue, Queens Domain TAS 7000

Block 4 - Launceston Tennis World - 57 Racecourse Crescent, Launceston TAS 7250

All applicants will be notified of the status of their application by email approximately two weeks after the closing date. In some instances, there are a limited number of positions available in the course. Course applicants will be admitted to the course based on their application and their ability to meet the course entry criteria.

### Course Coordinator

Tennis Australia

Alyssa Hibberd

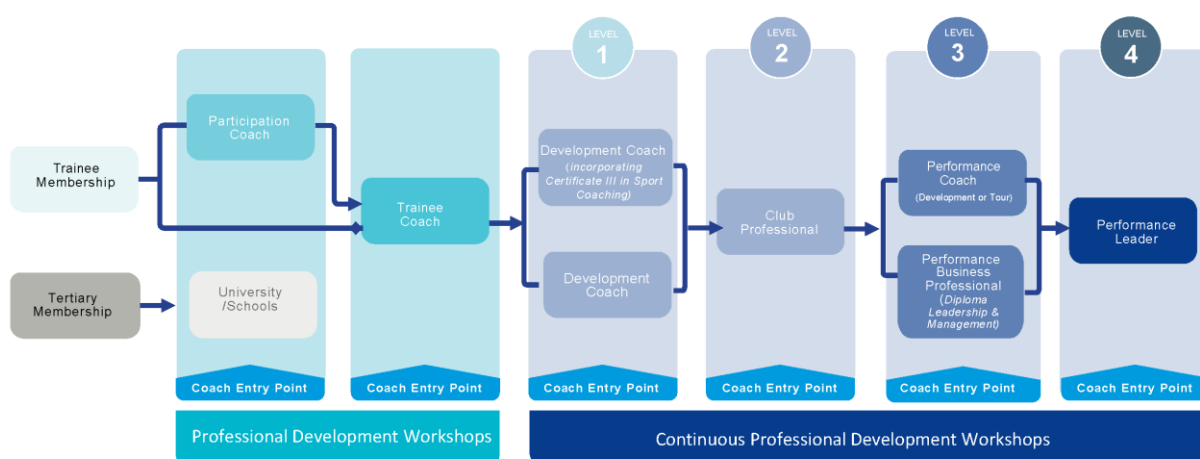
Coach Relationship & Education Manager

E: [coachedtas@tennis.com.au](mailto:coachedtas@tennis.com.au)

M: 0466 845 374

Applications close: 1 April 2024

## Tennis Australia Coach Pathway



### Course entry criteria

To gain acceptance into the Tennis Australia Development Coaching Course (Level 1) applicants are required to meet the following criteria:

- Be a minimum of 16 years of age at the time of the Tennis Australia Development Coaching Course (Level 1)<sup>1&2</sup>
- Comply with all requirements of the Tennis Australia Member Protection Policy. This requires a course candidate to hold a current working with children check (WWCC) or your State/Territory equivalent. State/Territory WWCC requirements vary around Australia, details can be found at [tennis.com.au/coaches/membership/policies](http://tennis.com.au/coaches/membership/policies).
- As part of your application, you must obtain and provide Tennis Australia with evidence of the following<sup>3</sup>
  - A copy of your current Working with Children Check (WWCC) or your state/territory equivalent.
  - A copy of your National Police Check (NPC) available from [nationalcrimecheck.com.au](http://nationalcrimecheck.com.au) at a cost of \$49.90 (Inc. GST)
  - A signed Tennis Australia Member Protection Declaration (MPD), this declaration is completed online as part of your application.
- Maintain a suitable physical fitness level to complete the practical components of the course. If you have any concerns about this component, please contact the Course Coordinator to discuss.
- A supervising coach who is at least Club Professional (Level 2) qualified and have them sign the supervising coach commitment form.
- Applicants and supervising coaches may be required to complete an initial entry interview with the Course Coordinator

#### Notes:

1. The course may be completed by a candidate who is 15 years of age upon approval from the course coordinator.
2. Please note to deliver the Tennis for Primary Schools or Secondary Schools program, you must be 18 years of age.
3. More information can be obtained from the Course Coordinator.

## Application checklist

- Complete an application online via the Tennis Australia website (visit [courseapplications.tennis.com.au](http://courseapplications.tennis.com.au))
- Have the required personal fitness level to physically complete the practical requirements of the coaching course
- A copy of the current WWCC or a receipt of lodgement as required in your state/territory (visit [tennis.com.au/coaches/membership/policies](http://tennis.com.au/coaches/membership/policies)) during the online application process
- A copy of your National Police Check or receipt of lodgement as required in your state/territory (visit [tennis.com.au/coaches/membership/policies](http://tennis.com.au/coaches/membership/policies)) at a cost of \$49.90 (Inc. GST), during the online application process.
- Signed supervising coach commitment form. Supervising coach must be at least Club Professional (Level 2) qualified.
- Payment of \$1,860.00 (Inc. GST) course fee<sup>1</sup>

### Notes:

1. From time to time special or promotional discounts or scholarships may be offered.

## Compulsory attendance

If accepted into the course, you must agree to attend all the sessions. In the event of non-attendance, you will be required to attend contact days at a future course to make up the sessions missed. If you are unable to attend due to illness, a medical certificate is required.

## Coaching practice – supervising coach

Coaching practice is incorporated into “Module 1 – Coaching Tennis” of the Tennis Australia Development Coaching Course (Level 1). During the course, candidates must complete 40 hours of practical coaching with junior players (Red, Orange & Green stage players). Confirmation of these hours is required through the completion of a coaching log sheet provided during the course. These hours must be completed under the guidance of a supervising coach at least Club Professional (Level 2) qualified.





### Number of course participants

The maximum number of candidates is 24. This ensures quality in delivery and learning experiences. The maximum Tennis Australia Coach Developer to participant ratio is 1:8 for on-court practical sessions.

### Assessment

All modules in this coaching course involve assessment. Opportunities to demonstrate competence are many and varied and include observation and demonstration of coaching session, written and oral questioning, peer assessment, roles players and projects.

The Tennis Australia Coach Developers will implement flexible assessment methods to allow those with special needs to undertake an alternative form of assessment. Should you have any special needs it is highly recommended you bring these to the attention of the Course Coordinator before the start of the course.



### Course completion

Course participants will have 12 months from the course start date to complete all units to a competent standard. If this is not achieved, an administration fee of \$350.00 (Inc. GST) will be incurred by the course participant and a course extension form issued. Following receipt of this payment and return of the extension form, the course deadline will be extended, but not exceed 24 months from the course start date.

### Course cost

The course fee includes the cost of the Tennis Australia Development Coaching Course (Level 1) \$1,541.00 (Inc. GST), plus Tennis Australia Coach Membership \$319.00 (Inc. GST) for a total cost of \$1,860.00 (Inc. GST).

### Recognition of Current Competence (RCC), Recognition of Prior Learning (RPL) and Credit Transfer (CT)

Applicants are expected to attend all units. Applicants who believe they have current competence, credit transfers or recognition of prior learning in any unit of competency may apply for their Course Coordinator.

This process should be completed prior to beginning the Tennis Australia Development Coaching Course (Level 1). No units will be waived or excluded in any other way. For more information about the process, please contact your Course Coordinator.

### Procedure for appeals and complaints

Tennis Australia actively encourages feedback and dialogue with our course participants as part of our continuous improvement philosophy. We established an equitable and transparent process for encouraging and dealing with feedback, complaints, grievances and appeals.

Our policy is governed by the following values and principles:

- All course participants shall have a clear opportunity to express their view on their learning experience, whether positive or negative.
- The process shall be transparent and no course participant shall perceive any disadvantage by expressing their views
- The complaint shall be dealt with at the level of occurrence with opportunity for escalation to hasten resolve
- Complaints that involve a breach of Tennis Australia national policies (e.g. Member Protection policy) shall be directed to the Tennis Australia Integrity team.
- Course participant feedback shall be dealt with in a timely, confidential manner and the participant shall be kept informed of progress.
- Course participant feedback will be analysed and trends built into the company's continuous improvement process so all course participants benefit from the learning of the feedback.

### Tennis Australia refund policy

Upon acceptance into the Tennis Australia Development Coaching Course (Level 1), candidates are required to pay the full course fees prior to the first day of the course. If you would like to discuss payment via instalments, please contact your Course Coordinator.

Fees paid by candidates may be refunded in the following circumstances and time frames:

- For withdrawals received in writing, after accepting a place in the course but before the first day of the course, fees will be refunded less a \$150.00 (Inc. GST) administrative fee.
- For withdrawals received after the course start date, no payments will be refunded.

### Tennis Australia Coach Membership

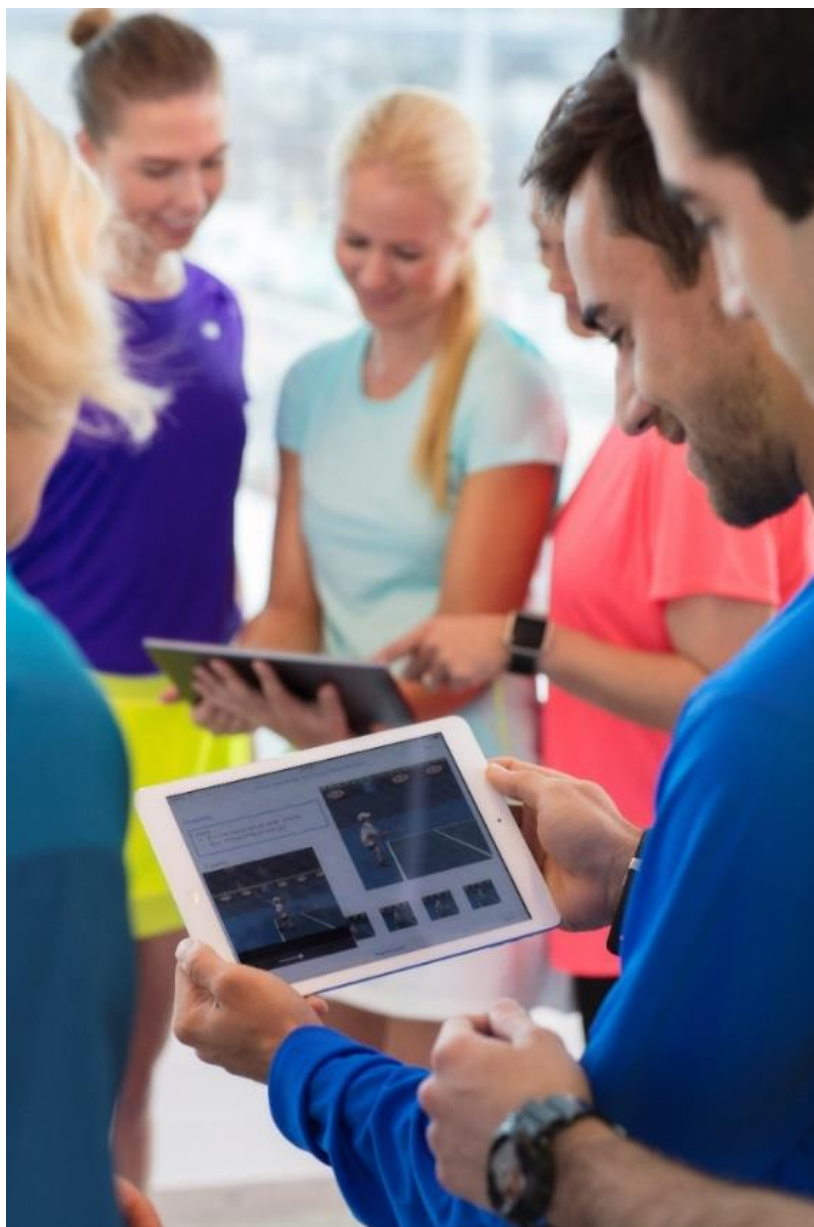
On acceptance into the Tennis Australia Development Coaching Course (Level 1), you may be eligible to receive a complimentary Trainee Tennis Australia Coach Membership (if not already an existing member). Your complimentary membership, valued at up to \$218.00 (Inc. GST) will be valid for 24 months.

The Trainee Tennis Australia Coach Membership includes: Insurance \$30 Million Public Liability and \$10 Million Professional Indemnity and Personal Accident Cover, plus a wide range of benefits and resources.

Additional membership benefits will be available to you when you successfully complete the course and are required to upgrade to become a Qualified Tennis Australia Coach Member. Among the many benefits are: access to the Tennis programs Hot Shots Tennis and Cardio Tennis, Tennis band, outdoor coaching signs, insurance, e-news, information services (eg. Coaches World e-newsletter), find a coach listing and much more.

For further information about Tennis Australia's services, programs or special offers, hit the net! Our website not only keeps you up-to-date with the latest local, national and international tennis news, it also outlines all Tennis Australia Coach Membership services and benefits.

T: 1800 PLAY TENNIS  
E: [play@tennis.com.au](mailto:play@tennis.com.au)  
W: [tennis.com.au/coaches](http://tennis.com.au/coaches)



## TENNIS AUSTRALIA – DEVELOPMENT LEVEL 1 – COACHING COURSE

### 2024-DEV-L1-TASMANIA-APRIL

#### Course Schedule

BLOCK	DAY	DATE	TIME	UNIT	Venue
1	1	26/04/2024	9.30am-4.00pm	Introduction Coach Framework Coach Blue Stage players	Devonport Tennis Club
	2	27/04/2024	9.30am-4.00pm	Coach Blue Stage players / Coach Red Stage 1 players	
	3	28/04/2024	9.30am-4.00pm	Coach Red Stage 1 players/Red Stage 2 players	Launceston (Tennis World)
2	4	08/06/2024	9.30am-4.00pm	Coach Red Stage 2 players / Red Stage 3 Players	
	5	09/06/2024	9.30am-4.00pm	Coach Red Stage 3 players / Red Stage Competition	
3	6	19/07/2024	9.30am-4.00pm	Analysis and Correction/Coach Orange Stage 1 players	Hobart (Domain Tennis Centre)
	7	20/07/2024	9.30am-4.00pm	Coach Orange Stage 1 players/Coach Orange Stage 2 players	
	8	21/07/2024	9.30am-4.00pm	Coach Orange Stage 2 players/ Orange Stage Competition/ Doubles	
4	9	10/08/2024	9.30am-4.00pm	Coach Green Stage 1 players	Launceston (Tennis World)
	10	11/08/2024	9.30am-4.00pm	Adult Coaching / Cardio Tennis	

#### Assessments

Stage	No. of players	Time allocated	On-court date or due date (video)
Red	4	5 minute player profile + 30 minutes + 15 min feedback – total 50 mins	Sunday 30 June 2024 in Launceston
Orange	4	5 minute player profile + 30 minutes + 15 min feedback – total 50 mins	Sunday 4 August in Hobart
Green	2	5 minute player profile + 45 minutes + 15 min feedback – total 65 mins	TBC in Launceston



Online modules	Task
Self-paced between 30-50 mins	Responsibilities of the coach – Risk & Integrity
Self-paced between 30-50 mins	Responsibilities of the coach – Conflict Management
Self-paced between 30-50 mins	Development of the coach – Maximising Potential
Self-paced between 30-50 mins	Delivering Hotshots in Schools – Primary & Secondary School Workshops
Self-paced approximately 60 mins	Complementary formats – Beach tennis, Pickleball, Pop & Padel

Notes: This course is subject to change

To maximise the outcomes of the course, attendance at all sessions is compulsory

If you are unable to attend a session, you must notify the Course Coordinator prior to the commencement of course

A medical certificate may be required if you are unable to attend any sessions due to illness

## Course participant supervising coach details

### Supervising coach information

Title (please circle): Mr Miss Ms Mrs

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Email: \_\_\_\_\_

Home phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

My Tennis (Coach Membership) number: \_\_\_\_\_

Tennis Australia coach qualification (Must be minimum Club Professional qualified): \_\_\_\_\_

### Supervising coach commitment

By completing and signing this application form, I fully understand my role and commitment to \_\_\_\_\_  
(insert course participant's name)

I agree to make all reasonable efforts to provide support and offer experiences to progress the course participant's coaching skills.

I agree to act professionally, ethically and to abide by Tennis Australia's National Policies, including the Member Protection Policy and the Coaches' Code of Conduct at all times.

The supervising coach is expected to assist the course participant in the following areas:

- session planning
- group and time management and communication
- session delivery and catering for the needs of individual players in each group.
- assistance with analysis and improvement of technical and tactical skills of junior players
- assist in sourcing four players for each of the following on-court assessments — red stage (beginner players aged 6–8 years), orange stage (players aged 8–10 years) and green stage (players aged 10–12 years). These players should be able to maintain a basic rally appropriate to their age and stage.
- submit a third party report which will provide additional evidence of the course participant's competency in a range of areas as demonstrated in their workplace (e.g., maintaining equipment). A template for this report will be provided.

Should I have any questions and queries I will direct them to the Course Coordinator and work with them in making the coaching course experience as fulfilling as possible for the course participant.

### Privacy

To assist us in the provision of products and services, we need to collect personal information about you. When you provide personal information you agree that this will be used by Tennis Australia and other Australian Tennis Organisations under the terms of this statement, and the tennis privacy policy located at [www.tennis.com.au/privacy](http://www.tennis.com.au/privacy), which contains information about how you may access and seek correction of your personal information or complain about a breach of your privacy, and how we will deal with that complaint. If you do not agree, you must not provide your personal information, and you may be unable to access all of our products and services. We may disclose your personal information to other parties, including our related companies, other Australian Tennis Organisations, and third parties who provide us services. From time to time, these third parties may be located (and therefore your personal information may be disclosed overseas, including to the USA and the Netherlands). We may use and disclose your personal information for direct marketing purposes regarding the products and services you are signing up to receive, unless you opt-out (which you can do at any time in accordance with the tennis privacy policy), and for facilitating further offers if you tick one of the boxes below.

- ☐ I wish to receive further offers from Tennis Australia and other Australian Tennis Organisations regarding other products and services. [optional].
- ☐ I wish to receive other offers from third parties who have a relationship with Tennis Australia or other Australian Tennis Organisations about their products and services. [optional].

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



Tennis acknowledges the Traditional Custodians of the land on which we work, rest and play, and pay our respect to Elders past and present.