

# Tennis Australia Participation Coaching Course

(open to coaches with blind and low vision impairment, and coaches interested in inclusive coaching)

**NSW-CITYCOMMUNITY-MAY**

Applications close: 27 April 2026

Course cost: \$135.00 (Inc. GST)

**Course Information**

## TENNIS AUSTRALIA PARTICIPATION COACHING COURSE

A great way to start your coaching journey, the Tennis Australia Participation Coaching Course is suitable for those who would like to begin coaching Tennis, or who are currently coaching, under the guidance of a qualified coach. This course trains coaches to assist in conducting safe Hot Shots Tennis activities under the direct supervising of a qualified coach.

The course is delivered on-court with participants actively learning to assist in delivering coaching sessions where players serve, rally and score using modified balls, racquets, nets and courts appropriate to the developmental needs of junior players.

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 Participation Coaching Course will be delivered on:

**Friday 1 May 2026, 9:00am to 2:30pm (1 day, 100% attendance is required)**

The venue for this course will be:

**City Community Tennis, Prince Alfred Park Tennis Courts, Cleveland Street, Surry Hills NSW 2010**

All applicants will be notified of the status of their application by email within one week of 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

Chris Charlton

Coach Education Specialist

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

M: 0466 865 106

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### Aim of course

To provide course participants with:

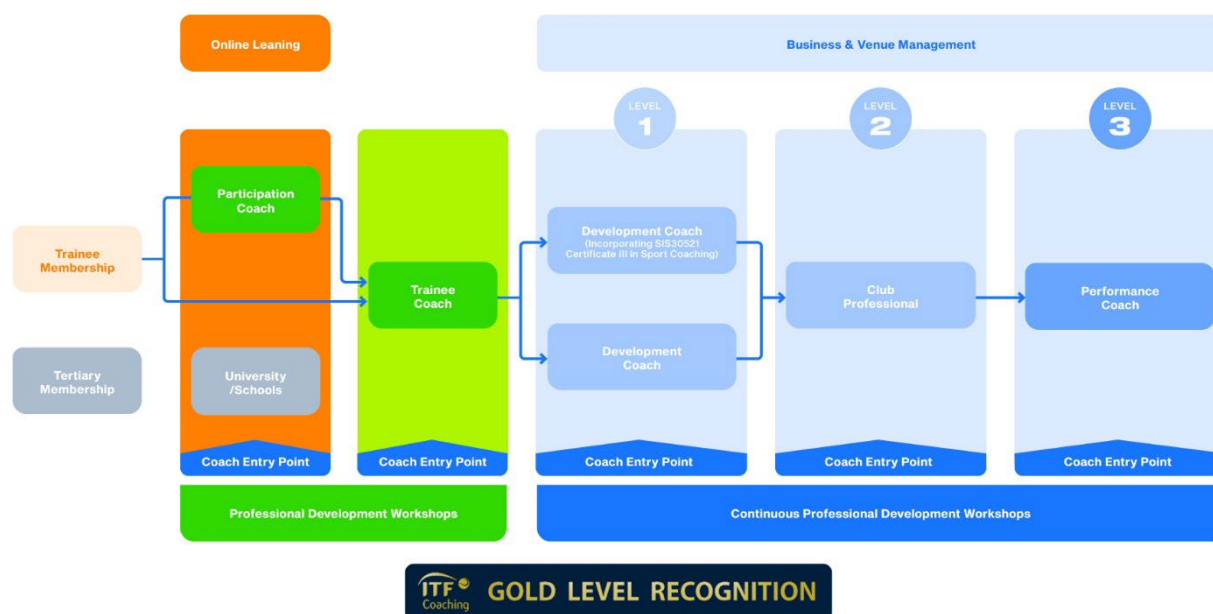
- The opportunity to experience Hot Shots Tennis activities and contemporary coaching methodology
- An awareness of legal and ethical responsibilities of a Tennis coach

### Learning outcomes

- Assist in conducting safe Blue and Red Stage Hot Shots Tennis activities under the direct supervising of a qualified coach
- Awareness of contemporary coaching methodology
- Awareness of Tennis Australia national policies (eg. Member Protection policy and Child Safety guidelines) and the Coaches Code of Conduct

# Tennis Australia Coach Pathway

## Tennis Australia Coach Pathway



### Course entry criteria

To gain acceptance into the Tennis Australia Participation Coaching Course applicants are required to meet the following criteria:

- Be a minimum of 16 years of age at the time of the Tennis Australia Participation Coaching Course
- 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>2</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 \$58.90 (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.<sup>2</sup>

Notes:

1. Please note to deliver the Tennis for Primary Schools or Secondary Schools program, you must be 18 years of age.
2. Additional information can be obtained by contacting the Course Coordinator. Their contact details are listed on Page 1.

## 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 \$58.90 (Inc. GST), during the online application process.
- Payment of \$135.00 (Inc. GST) course fee<sup>1</sup>

### Notes:

1. Participants aligned with a Qualified or Business Tennis Australia Coach Member are eligible for a 30% discount off the full course fee. The reduced fee will be \$95.00 (Inc. GST). A copy of the 'Supervising Coach Form' is available on page 6. Additional scholarships or subsidies may be offered to eligible recipients.

## 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.

## 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 1:12 for on-court practical sessions.

## 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 Participation Coaching Course, candidates are required to pay the full course fees prior to the first day of the course.

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 \$50.00 (Inc. GST) administrative fee.
- For withdrawals received after the course start date, no payments will be refunded.

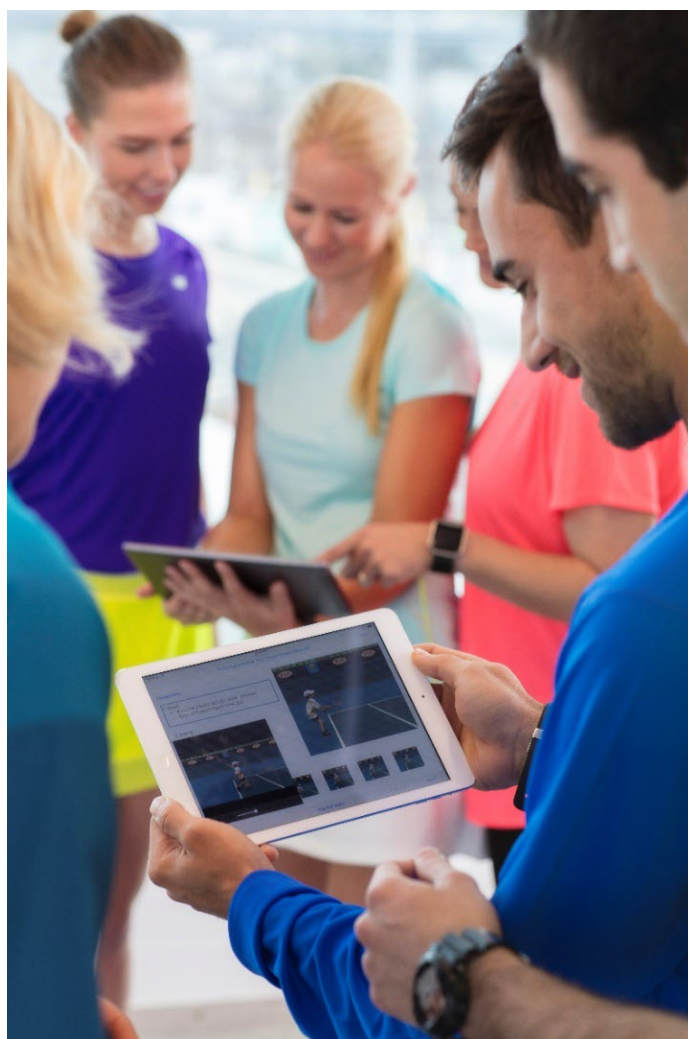
### Tennis Australia Coach Membership

On completion of the Tennis Australia Participation Coaching Course, 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.

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)



# SUPERVISING COACH FORM

## Supervising Coach Information

**First Name:** \_\_\_\_\_ **Surname:** \_\_\_\_\_

**Mobile Number:** \_\_\_\_\_

Please note that the Supervising Coach must be a current qualified or business Tennis Australia Coach Member.

## Supervising Coach Commitment

By completing and signing this application form, I fully understand my role and commitment to \_\_\_\_\_  
as their supervising coach. **(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 & 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

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. Tennis Australia and other Australian Tennis Organisations 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 and as otherwise specified in the Tennis privacy policy. Tennis Australia and other Australian Tennis Organisations 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).

**Supervising Coaching 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.