

COMMUNITY COACH DELIVERERS

Every endorsed community coach delivering a Special Olympics Australia program must be familiar with the program requirements for schools and comply with the following community coach delivery requirements.

Registration and Training

1. Complete the *Community Coach Registration Form* and submit to Special Olympics Australia.
2. Have completed *Improving Sport for People with Intellectual Disability* course, and/or *Young Athletes Program* course, as required.
3. Complete any sport-specific training required by NSO partners of Special Olympics Australia, if/as required, to deliver programs in partnership with or on behalf of those NSOs.
4. Comply with all Working With Children Check requirements (or equivalent) and ensure a copy can be produced to Special Olympics Australia and/or the school upon request.
5. Be covered by current Public Liability and Professional Indemnity insurance.

Program Delivery

1. Comply with relevant Special Olympics Australia requirements for delivery of selected programs, including adherence to program plans and curriculum, and number and duration of sessions.
2. Provide school with at least 24hrs notice of any session cancellations, and/or postponements. Notice must be provided via telephone call and make-up sessions must be completed within the same school term.
3. Contribute to completion of surveys and/or other feedback processes aligned to data collection for program research and evaluation purposes, as required.
4. Comply with any reasonable request or direction from Special Olympics Australia in relation to the program, including specified measures to deal with an event or circumstance that has, or is likely to have, an adverse effect on the health or safety of persons.

Promotion and Pathways

1. Promote the Special Olympics Australia movement and ongoing participation opportunities to all program participants and families/carers. E.g. issuing of club membership information/offers.
2. Support Special Olympics Australia to promote, publicise and report on the program if/as requested and contribute to the development of case studies to highlight the impact of the program.

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Leadership and Role Modelling

1. Provide the school with contact details and conduct a pre-program conversation with the school contact to discuss program objectives, facilities/equipment available, student support requirements and group management strategies.
2. Maintain a high standard of personal behaviour and integrity; and wear appropriate, clean and neat attire when representing Special Olympics Australia.
3. Demonstrate inclusive language and behaviours and always represent Special Olympics Australia's values of respect, trust and sportsmanship.

Safety and Risk

1. Comply with all applicable laws, regulations and policies of Special Olympics Australia and the school, including the Sport Australia Anti-Doping Policy and school SunSmart policies.
2. Ensure any equipment provided for use at sessions is in safe working condition and developmentally appropriate for use by all participants.
3. Understand and support teachers as required, to implement first aid and emergency management policies, procedures and actions, including the extreme weather policy.
4. Do not take or post images or promote any aspect of the program on social media unless authorised to do so by Special Olympics Australia.
5. Record and communicate any issues or safety incidents to Special Olympics Australia within 48 hours of such activities using Special Olympics Australia's [Incident Report Form \(PDF\)](#).

Financial Management

1. Confirm the community coach delivery fee per session with Special Olympics Australia prior to program confirmation. Invoices are to be sent to Special Olympics Australia at the conclusion of program delivery.