



PROFESSIONAL TRAINERS

GUIDE

VERSION 1.0

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Presented by:
Reining Australia

Due Diligence Checklist

The following is a checklist to assist you in fulfilling legislative requirements and working towards Professional Accreditation by April 1st 2016 and Jan 1st 2017.

Overview

Reining Australia intends supporting each applicant trainer towards Professional Accreditation. Without Professional Accreditation of trainers, Reining Australia is at risk. Mandatory requirements presented by April 1st will ensure trainers currently listed on the RA Website will continue to be endorsed.

We have provided guidance below on how to obtain the requirements for the Professional Accreditation.

April 1st 2016 Requirements

- Provide RA Secretary with your ABN
- Provide RA Secretary with your Pic Code
- Provide RA Secretary with copy of your Level 2 First Aid.
- Provide RA Secretary with copy of your Working with Children Check.
- Sign RA Code of Ethics.
- Provide RA Secretary with copy of minimum 10 million public liability cover.

January 1st 2017

- Nationally Recognised Coaching Accreditation.

Australian Business Number

Visit the Australian Business Register website (listed below) and complete the online registration. There no cost involved in obtaining an ABN.

Australian Business Register

<https://abr.gov.au>

Direct Link to Registration Page

<https://abr.gov.au/for-business%2c-super-funds---charities/applying-for-an-abn/apply-for-an-abn/>

Property Identification Code

Each relevant state government agricultural body manages PIC registration. Contact them to register for a PIC.

VIC

<http://agriculture.vic.gov.au/agriculture/horticulture/property-identification-codes>

NSW

<http://www.lls.nsw.gov.au/livestock/pics>

QLD

<https://www.business.qld.gov.au/industry/agriculture/land-management/property-identification-registration>

SA

http://www.pir.sa.gov.au/biosecurity/animal_health/property_identification_code_pic

WA

<https://www.agric.wa.gov.au/livestock-biosecurity/registration-forms-livestock-ownership-western-australia>

NT

http://www.nt.gov.au/d/Primary_Industry/picforms/pic_registration.cfm

TAS

[http://dpiw.tas.gov.au/agriculture/animal-industries/identifying-selling-moving-livestock/about-livestock-identification/property-registration-\(pics\)](http://dpiw.tas.gov.au/agriculture/animal-industries/identifying-selling-moving-livestock/about-livestock-identification/property-registration-(pics))

ACT

http://www.tams.act.gov.au/parks-conservation/plants_and_animals/Biosecurity/animal-health/livestock-management

Level 2 First Aid

There are numerous training bodies in each state which provide a Level 2 First Aid course. Contact your local council or training body to find an available course. One training course is run by St Johns; further information can be found at <http://stjohn.org.au/first-aid-training> .

Working with Children Check

VIC

<http://www.workingwithchildren.vic.gov.au/>

NSW

<http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check>

QLD

<https://www.bluecard.qld.gov.au/>

SA

<https://www.dcsi.sa.gov.au/services/screening>

WA

<https://workingwithchildren.wa.gov.au/>

TAS

http://www.justice.tas.gov.au/working_with_children/application

NT

<http://www.workingwithchildren.nt.gov.au/>

ACT

<https://www.accesscanberra.act.gov.au/>

Reining Australia Code of Ethics.

Download the form from the Reining Australia websites Forms and Documents Page

http://media.wix.com/ugd/9b474f_68fcb12ecbbd4399a6d5f10b0eba73e6.pdf , print, sign and return to the Reining Australia office.

Email completed form to: secretary.reiningaustralia@bigpond.com

Public Liability Insurance

Reining Australia and Affinity Insurance Brokers have partnered together to provide Public Liability & Personal Accident Insurance for Reining Australia Professional Trainers.

Contact Affinity Insurance Brokers on 03 8587 7777 or at insurance@affinityib.com.au for more information.

Professional Accreditation

The Clinic through Horse Safety Australia provides a qualification based on a model of Recognition of Prior Learning.

From the HSA website:

These clinics are essentially a "skills recognition" system, and not designed to teach how to do things. Rather, they are organised to assess what participants have learnt from their life experiences and adapted to the processes of managing riders safely and effectively.

Numerous other bodies offer coaching accreditation including Equestrian Australia, however these are training courses as opposed to an Recognised Prior Learning accreditation, which allows you to fast track your accreditation. The Horse Safety Australia clinic is run over 4 days, enabling to you obtain your qualification in this time, contingent on meeting all required criteria.

<http://www.horsesafetyaustralia.com.au>

REINING AUSTRALIA INTENDS ON SUPPORTING EACH OF IT'S TRAINERS/CLINICIANS/COACHES THROUGH THIS PROCESS, PLEASE DO NOT HESITATE TO CONTACT EITHER

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