

IMPORTANT NOTICE

Change in Sign Off Procedure for Coaches and Sign Off Authorities

Currently, our society has almost 200 qualified NFAS Coaches. The Coach Training Course has evolved over the years and was given a total overhaul in 2004. Since then, several adjustments have taken place to make it more accessible and bring coaches up to date with, among other things, insurance, risk assessments and safeguarding. Consequently, some coaches may have had a different training experience to others.

Our insurers expect us to demonstrate that, on 'sign off', our members can shoot and take part in NFAS events safely and competently. At the moment it is left to the individual coach to impart that information and, in general, the standard of shooting and safety in the NFAS confirms that coaches are taking their responsibilities seriously. However, there has never been a standard method of documenting a coach's input and the trainee's level of understanding.

To that end we have produced an additional document which confirms that new archers have been taught, and have understood, the basic essentials of safe shooting. The document will be available for download from the NFAS website. This new document will be signed by the coach to declare that these essentials have been taught, and also by the trainee, to confirm that fact and also that they have understood them.

Full membership of the NFAS will only be granted once the archer has successfully passed 'sign off'. Only copies of the fully completed NFAS Sign Off document, with original signatures, will be considered valid and it should be sent together with a fully completed Membership Application Form to the Membership Secretary.

Copies should be retained by the new member, the coach/SOA and the club, either in electronic or paper form. The Membership Secretary will retain the document during the archer's membership of the NFAS and for three years after the archer has left the society. It is the responsibility of the Coach/SOA to ensure that the Membership Form and Sign Off document are completed in full, together with their signature and the signature of the new member. Note: SOA is only valid until 1st January 2026.

This development could be seen as yet another imposition on busy coaches and club officials but in fact it will ensure that in the event of an incident or complaint, both coaches and members can feel reassured that their training and competence is not in dispute.

This new protocol becomes effective from 01 January 2024.

The NFAS Committee