



MOTORCYCLING TASMANIA INC.

THE CONTROLLING BODY OF MOTORCYCLE SPORT IN TASMANIA
(AFFILIATED WITH MOTORCYCLING AUSTRALIA LTD)



PO Box 268
PORT SORELL TAS 7307

EMAIL
mtas@southcom.com.au

Phone: 03 6428 7567
Fax: 03 6428 7567

IMPORTANT: This report MUST be received by Motorcycling Tasmania within 5 days of practice/coaching

NAME OF PRACTICE SUPERVISOR/COACH AND LICENCE NUMBER:
NAME OF CLUB:
VENUE:
PERMIT NUMBER:
DATE OF EVENT:
ACTUAL START TIME:
ACTUAL FINISH TIME:
NUMBER OF PARTICIPANTS:

Please answer all questions.

YES NO

	YES	NO
DID ALL OFFICIALS/VOLUNTEERS SIGN AN INDEMNITY (COPY MUST BE ATTACHED)		
DID ALL RIDERS/PARENTS/GUARDIANS SIGN AN INDEMNITY? (COPY MUST BE ATTACHED)		
WERE ANY INCIDENT REPORTS COMPLETED? (COPY MUST BE ATTACHED)		
WERE THERE ANY INJURIES? Injury Report to be emailed/faxed to Mtas within 24hours of event		
WERE ALL LICENCE CARDS CHECKED?		
WERE ANY LICENCE DECLARATION FORMS COMPLETED? (COPY MUST BE ATTACHED) To be completed if rider can not produce a Motorcycling Australia licence card and insists he/she is fully licenced. Rider must be informed he/she can be suspended from all future events for a period of up to 2 years for making a false declaration.		
WERE ANY ONE EVENT RECREATION LICENCES PURCHASED? If a rider does not hold a Motorcycling Australia Licence they must purchase a One Event Recreation Licence if they wish to ride.		
WERE ANY GUARDIAN SHIP FORMS RECEIVED? (COPY MUST BE ATTACHED)		
WERE ALL BIKES SCRUTINEERED?		
WERE RIDERS BREIFINGS HELD?		

I was supplied with the following for the event:

Practice/Coaches Guidelines	
Rider/Officials Sign on Sheet	
One Event Rec Licence Book	
Licence Declaration Forms	
Injury Reports	
Incident Reports	

COMMENTS:

It is the responsibility of the Practice Supervisor/Coach to ensure that this report and all accompanying forms are completed and received (either by email, fax or mail) by Motorcycling Tasmania within five days of the event. Failure by the Practice Supervisor/Coach to complete and return the forms within the prescribed 5 day period will result in the suspension of the Practice Supervisors/Coaches Motorcycling Australia licence and also the suspension of any future permits until such times as the reports have been received by Motorcycling Tasmania.

SIGNATURE.....

DATE.....

PRACTICE / COACHING GUIDELINES

1. Approval of Motorcycling Tasmania must be obtained by completing an application for a practice/coaching permit and forwarding it to Motorcycling Tasmania prior to practice date. Practice/coaching permit must be requested by the Club, not an individual.
2. Practice/coaching times must be specific e.g.: 9am - 5pm, Monday.
3. A Practice Supervisor/Licensed Coach must be in attendance. Practice Supervisors must hold a minimum of a Level One Officials Licence. A Practice Supervisor cannot ride in the practice session unless there is another Level 1 Official in attendance who is not riding at the same time as the Official named on the permit.
4. No rider is allowed to participate in practice/coaching unless they can produce a licence (either Competition or Recreation) or have signed a licence declaration or purchase a Single Use Recreation Licence. Single use Recreation Licences are to be purchased by Clubs from Motorcycling Tasmania in books of ten. All licence declarations must be forwarded to Motorcycling Tasmania with Practice/Coaching Report form.
5. The Practice Supervisor/Coach must hold a Riders Briefing prior to practice commencing and all riders must be in attendance. Individual briefings to be given to riders arriving after practice/coaching has commenced. The Riders briefing is a critical element of our risk management.
6. Protective Clothing requirements for all practice/coaching events are the same as the relevant discipline's requirements for competition.
7. Age groups and classes for all practice events are the same as the relevant discipline's requirements for competition.
For Junior Motocross practice the only class combinations allowed are:
50cc and 65 together, **OR**
65cc and 85cc small wheels together, **OR**
85cc big wheels and Junior Lites together.
Eligibility for junior classes must be enforced as for competition.
Bikes which are not approved for competition in all disciplines (other than Road Racing) should not be allowed for practice/coaching.
8. There must be no combining of Junior and Senior riders at practice.
9. Tracks/circuits should be safe and well maintained and if applicable to the discipline dust should be controlled.
10. Eligibility and scrutineering for all practice/coaching events are the same as the relevant discipline's requirements for competition. A scrutineering report is not required to be completed.
11. The maximum number of riders on the track/circuit at any time must not exceed the number of riders permitted on the grid/number of start gates available.
12. An operational telephone (either landline or mobile) must be readily available.
13. For each practice/coaching session ALL riders, flag marshalls, photographers and other persons entering the track **MUST SIGN THE INDEMNITY/SIGN ON FORM.**
14. A completed Practice/Coaching Report Form must be completed and returned to the Motorcycling Tasmania within FIVE days of the event together with a copy of the Indemnity/Sign on form and all relevant reports. It is the responsibility of the Practice Supervisor/Coach to ensure that the Practice/Coaching Report is returned to Motorcycling Tasmania. Failure to do this will result in the suspension of the Practice Supervisor/Coaches Motorcycling Australia licence and also the suspension of any future permits until such time as the Practice Report and accompanying forms are received by Motorcycling Tasmania.
15. The Practice Supervisor/Coach must complete the Practice/Coaching Report Form together with an Injury and Incident Report for any injury/incident which has occurred during the practice/coaching session regardless of whether the injury/incident required ambulance transport or medical attention. An incident report should also be completed for all injuries / incidents.
16. All Injury reports must be faxed/mailed to Motorcycling Tasmania within 24 hours of the injury/incident occurring.
17. The Practice/Coaching Supervisor should meet the criteria outlined in point 3 and understand the minimum requirements regarding machinery and protective clothing.