



Purpose:

The purpose of the Conejo Valley Archers (CVA) Coaching Policy is to define and regulate coaching on CVA premises. These policies have been developed to promote a safe archery environment, comply with all laws/lease obligations, and promote archery in line with the CVA mission statement.

Conejo Valley Archers Mission Statement:

The mission of the Conejo Valley Archers is to foster the growth of the sport of archery by maintaining a facility for family oriented events, and by promoting skill and sportsmanship through educational outreach, for all ages and abilities.

Definitions:

Coaching:	A teaching, training or development process via which an individual is supported while achieving a specific personal or professional result or goal.
Group Lesson:	A teaching session in which three (3) <i>or more</i> pupils work with one or more archery coaches.
Guest:	A guest is a non-member who is accompanied by a member of CVA.
Individual Lesson:	A teaching session in which two (2) <i>or less</i> pupils works with a single archery coach.
JOAD:	Junior Olympic Archery Development (JOAD) is a program of USA Archery that teaches archery to young people.
Member:	A member of the CVA Club. This includes Senior, Junior, Life, and Golden Agers.
NAA	National Archery Association.
NFAA	National Field Archery Association.
Non-Member:	A person on the range who is not a member of CVA.
Public Archery Sessions:	Saturday sessions when the CVA JOAD range is open for public instruction and participation in archery.
Senior Coach:	A NFAA / NAA / USA Archery Certified Level 3 or higher coach that volunteers during CVA's Public Archery Sessions.
Suggested Donation:	Fee paid for use of the CVA Archery range. This fee is paid during Public Archery Sessions as well during circumstances outlined in this document when Coaching occurs on the CVA Range. The fee is determined by the CVA board.



POLICY

Section 1: Anyone who coaches at CVA must be approved by the board of directors. A completed Request to Coach Form must be submitted to the Board for approval along with any necessary waivers or information requested. The board of directors may grant or remove the rights of a coach at any time. The Board of Directors' approval is granted in one (1) year timeframes. Renewal of an approval is required September 1 each year. Individuals coaching junior members shall have a signed medical release on their person at all times if a parent/guardian is not present. Instructors under 18 years of age cannot instruct on the range except while under the supervision of senior coach. .

Section 2: Member coaches must ensure that all invited coaches and/or nonmembers follow all rules as set by the By Laws of the Conejo Valley Archers Club. All coaches should promote good sportsmanship. It is required that all coaches complete US Archery's Safe Sport training (<http://training.safesport.org/>) A SafeSport program certificate must be attached to the Request to Coach Form.

Section 3: Individual Lessons – with approval as stated in Section 1

Coaches conducting individual lessons are required to hold a USA Archery Level 2 or higher certification, or equivalent in experience.

A. *Members teaching members:* Members are encouraged to teach other members. Financial compensation for coaching fellow members is discouraged. The CVA member coach is responsible for informing the board of directors that the coach is giving lessons via a Request to Coach Form.

B. *Members teaching non-members:* Same as A. above and including:

Financial compensation amounts for CVA range use and dispersal thereof will be determined by the board of directors.

Coaches are responsible for providing the suggested donation and waiver form from the non-member and to turn it in at the guest kiosks at the range.

C. *Non-members teaching members:* Non-member coaches may be invited by a CVA member to teach. The CVA member is responsible for informing the board of directors that the coach is giving lessons with a Request to Coach Form with waiver form attached. Requirements are the same as B. above and including:

The CVA member is responsible for providing or obtaining a waiver form and collecting the suggested donation from the non-member coach to be turned into the guest kiosk at the range.

D. *Non-members teaching non-members.* Same as C. above and including:



The coach and student must be accompanied by a CVA member in good standing while present on the range.

Section 4: Group Lessons – when approved as stated in Section 1

Coaches leading group lessons are required to hold a USA Archery Level 3 or higher Certification, or equivalent in experience. All member/nonmember category requirements as described in Section 3 are also applicable.

Financial compensation amounts for CVA range use and dispersal thereof will be determined by the board of directors when the agreement for the group lesson is approved.

Section 5: Public Archery Sessions

CVA opens the JOAD range for Public Archery Sessions each Saturday morning for the purpose of introducing the general public to the sport of archery in a safe, controlled manner. These sessions provide new archers instruction on proper shooting technique and range safety.

- A. *Public Session Coaching:*** Coaches conducting Public Archery Sessions are volunteers and are not paid for their services during Saturday sessions. To instruct during the Saturday Public Session, a minimum of a USA Archery Level 1 Certification and a current SafeSport certificate is required. No board approval is needed.
- B. *Coaching during Public Session hours (Saturdays, 9am to 1pm):*** Coaching for a fee on the JOAD range during Public Session hours is not allowed. Coaching on the Field practice range during the Public Session timeframes is allowed. Use of JOAD equipment during Public Session hours for the purposes of coaching for a fee is not allowed.