

BCU Level 5 Assessment Booking Form

Please complete the following details and return to Joanne Simpson by post to British Canoe Union, National Water Sports Centre, Adbolton Lane, West Bridgford, Nottingham, NG12 2LU.

Name: _____ BCU Number: _____

Address: _____

Daytime Contact Number: _____

Email Address: _____

In case of Emergency, please contact:

Name: _____ Telephone: _____

Relationship to you: _____

Please state any Medical Problems:

Assessment Date:

Discipline:

Number of long-term students:

Are any of your long-term students under 18?

Payment Details: The deposit is £100

(The remaining balance (£650) is required two months prior to the assessment date).

I enclose cheque / Visa / Mastercard / Switch (please delete as appropriate).

Cheques should be made payable to 'BCU'. Card details can be completed below.

Card No:

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Valid From: ____ / ____ Expiry Date: ____ / ____ Security Code: _____ Issue No. _____

Card holders name and address if different to above: _____

BOOKING CONDITIONS – Please read and sign to accept the following conditions

Bookings will be accepted on receipt of payment in full, and confirmation of prerequisites
I am physically fit for the activities I plan to undertake
The activity I undertake may be hazardous and I accept the risks entailed
If you cancel the BCU are not able to offer a refund
If BCU cancel the assessment you will be refunded in full, or your credit transferred to a future assessment (we will do our best to ensure your assessment is rescheduled)
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Signature: _____</div> <div style="width: 35%;">Date: _____</div> </div>

Bookings will only be accepted where these conditions have been accepted

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V1-1 March 2014

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Please enclose the following;

1. Completed Level 5 C1

This is returned to (stamped for assessment) after completion of your training course. The C1 is valid for three years from the date of training (unless otherwise stated)

2. A copy of your valid first aid certificate

minimum 2 days as per BCU Five Star Leader Award

3. A copy of your action plan

This is normally formulated during the Level 5 training course and re-aligned during contact with your Mentor

4. Mentors letter of support and session narrative –

Your Mentor is required to write a letter of support that includes:

- a formal recommendation for you to attend the specific assessment
- an endorsement that you have completed the relevant elements of your action plan
- a session narrative - this is written following a day where your Mentor observes you coaching. It is written by the Mentor as feedback for you, and requires a clear indication that Level 5 coaching behaviours were observed

5. £100 Deposit

6. Level 5 Project

The following will also be checked prior to accepting your booking;

1. You hold current comprehensive membership of the relevant Home Nation Association
2. Your trainee status is valid (or an extension has been granted)