



**YouthGlide**  
VICTORIA

# BECOMING A VSA ACCREDITED YOUTHGLIDE CENTRE

## Why your Club should be an accredited YouthGlide Centre!

- *Do you want to ensure the long-term future of your club?*
- *Do you want to grow your membership now and into the future?*

The answer, of course, is YES! And the YES is now!

A VSA Accredited YouthGlide Centre (YGC) is a Victorian gliding club that has received accreditation from the Victorian Soaring Association recognising that the club has membership, policies, procedures and support systems in place to encourage pilots aged under 25. This accreditation can be provided to youth groups and schools to assist in collaboration of the commencement of youth gliding programmes in your region.

The club will have demonstrated an ongoing commitment, as part of their club activities, to pursue excellence with a focus on Junior Pilots.

Periodically, the VSA YGC Co-Ordinator will meet with the club to monitor the progress of the YGC.

- The Vision – To help create skilled pilots through great instructing
- The Mission – To put support for Junior Pilots at the heart of club activities
- The Purpose – To transform lives through gliding

## Accreditation

The VSA YGC accreditation requirements are based on Sport & Recreation Victoria and VicSport criteria for working with juniors. Most aspects of this should already be in place at the club. The list is not designed to be onerous but is all-encompassing in line with current legislation. The accreditation system recognises that no two gliding clubs are the same, providing richness in the variety of gliding available in Victoria, but does aim to ensure that all VSA YouthGlide Centres offer a minimum standard of gliding facilities and governance for junior glider pilots. A VSA YGC certificate is issued to clubs that meet and maintain the requirements, and those clubs may display the VSA YGC logo.

## Australian Junior Gliding Club and Monash University Soaring Society

The VSA's pursuit of accredited YouthGlide Centres is uniquely in line with the AJGC and MUSS objectives. AJGC and MUSS will support those clubs who attain this rating and pass on recommendations to their members to join and fly at any of the accredited clubs.



## **How does a club apply to become a VSA YGC?**

Clubs wishing to become a VSA YouthGlide Centre should email a completed VSA YouthGlide Centre application form to the VSA YouthGlide Co-Ordinators, [Vivienne Drew](#) and [Ryan Driscoll](#).

Details and an application form are available below and by clicking the link.

[VSA YouthGlide Centre Introduction](#)

[VSA YouthGlide Centre Evidence Document](#)

[VSA YouthGlide Centre Application Form](#)

If there are any questions, the VSA YGC Co-Ordinators can advise.

## **Support**

The VSA YGC Co-Ordinators will provide a supporting role as the clubs develop their programs.

The Member Protection Information Officer, Alf McMillan is on hand to provide specific information, but before contacting the MPIO, please ensure that you've spent time looking at the VSA member website [Child Protection Guidelines](#).



# YouthGlide Centre (YGC)

## Introduction

### What is a VSA YGC?

A VSA YGC is an affiliated VSA club that has received accreditation recognising that the club has a junior gliding program with an appropriate junior membership and financial scheme in place, and policies, procedures and support systems to encourage pilots under 25.

The club will have demonstrated an ongoing commitment, as part of their club activities, to pursue excellence with a focus on Junior Pilots.

Periodically the VSA will meet with club personnel to monitor the progress of the YGC.

### Why should clubs apply to become an accredited VSA YGC?

- To acknowledge the work of clubs in developing excellence in gliding for Junior Pilots.
- To help support an increase in participation by junior pilots.
- To demonstrate an awareness of the extra duty of care required for pilots U18.
- To encourage Junior Pilots to enjoy flying in a safe environment whilst meeting and achieving personal goals and challenges.

### How do clubs apply to become a VSA YGC?

1. Complete the application form below to be signed by the club president.
2. Provide evidence to the VSA that the club meets the requirements as illustrated on the form **“Evidence required to become a VSA YGC”**. Please note some requirements are Essential (E) while others are Desirable (D) and are included to support ongoing progression.
3. Meet with a VSA representative either face-to-face or by video conference / email (at a time and place agreed by both parties) for evidence to be reviewed and formal verification to be completed. Normally 2 and 3 can be completed together.



## YouthGlide Centre (YGC)

### Evidence Required to Become a YGC

	Principle	Possible Evidence	Essential (E) Desirable (D)	Notes
1	The instructors responsible for the program are suitably qualified to GFA standards.	GFA instructor numbers for those instructors flying with Juniors.	E	
2	The club and instructors responsible for the programme are appropriately insured.	a) Public liability insurance certificate (PLI). b) Any other relevant insurance documents (BBL), (Tugs and Gliders).	E D	If in partnership with schools and colleges this may need to be \$10M PLI.
3	All flying and associated activities to take place within a safe environment using approved equipment.	a) Safety policy. b) Risk assessments for flying, activities and vehicle use such as tractors and winches. c) Aircraft have a current certificate of airworthiness. (C of A) and ARC. d) Evidence of training.	E E E D	Particular reference should be made to age specific issues e.g. what age can junior pilots drive the winch or tractors.
4	The club has a <b>Child Safety Statement of Commitment</b> that is compliant with state government policy.  Instructors working regularly with U18 pilots to be Working with Children checked.	a) Copy of the Child Safety Statement of Commitment and Evidence of how this is dispersed to club members.  b) WWC certificate numbers.	E  E	Use the generic <a href="#">VSA Child safety statement</a> and place your club logo in the document  Apply on the Victorian <a href="#">Working With Children</a> website
5	Child protection training has been completed by at least two club members one of which should be an instructor.  There is a nominated and trained Child Protection Officer.	a) Certificates or evidence of the date and training. <a href="#">Play by the Rules Child Protection online course</a>  b) Name and contact details (Inform VSA of personnel changes). Evidence to show place and date of training.	E  E	The <a href="#">Child Protection Training online course</a> provided by Sport & Recreation Play by the Rules website. Further information can be sought from the VSA MPIO. Details available on the VSA website.



## YouthGlide Centre (YGC)

### Evidence Required to Become a YGC

6	The club has adopted the Fair Play Code of Conduct for all club members and all volunteers working with Junior pilots.	<ul style="list-style-type: none"> <li>a) Copies of the Codes of Conduct.</li> <li>b) Evidence of how this is dispersed to club members.</li> </ul>	E D	Use the <a href="#">Dept Sport &amp; Recreation Fair Play Code of Conduct</a> as guidance but implement individual club code that is appropriate
7	First Aid equipment is available at all times. Some members trained in first aid.	<ul style="list-style-type: none"> <li>a) Maps or information showing location of first aid equipment.</li> <li>b) Evidence of date and place of training or certificates</li> </ul>	E D	Contact <a href="#">St John Ambulance</a> regarding training available.
8	The club has emergency procedures in place for dealing with serious incidents/ accidents.	<ul style="list-style-type: none"> <li>a) Copy of the emergency/post-accident procedures policy.</li> <li>b) Evidence on how this is dispersed to club members.</li> </ul>	E D	
9	The club collects personal details of all junior pilots and retains the information confidentially.	<ul style="list-style-type: none"> <li>a) Membership forms.</li> <li>b) Next of kin forms (NOK).</li> <li>c) Club data base.</li> </ul> <p><i><b>The VSA <u>does not need to be sent this information just confirmation it exists and is current.</u></b></i></p>	E E E	Next of Kin information should be easily accessible in an emergency and available to all instructors working offsite particularly with Under 18 pilots.
10	The club has information about any medical need or requirements for their junior pilots.	This can be collated on the Next of Kin form.	E	



## YouthGlide Centre (YGC)

### Evidence Required to Become a YGC

11	<p>There is a nominated volunteer to co-ordinate junior flying.</p> <p>The club has implemented a mentor scheme for Junior Pilots.</p>	<p>Name of coordinator. Contact details of coordinator.</p>	<p>E D D</p>	<p>Inform the VSA of personnel changes. See <a href="#">VSA Junior Gliding Program on VSA website for further information</a></p>
12	<p>The club has created an environment where everyone is encouraged and provided with equal opportunities.</p>	<p>Inclusion and Diversity policy (I&amp;D) and Evidence of how this is dispersed to club members.</p>	<p>E</p>	<p>Inclusion &amp; Diversion is a term used to promote equality of opportunity for all to achieve full potential free from prejudice and discrimination. (See <a href="#">VSA Website for applicable policy under Governance</a>)</p>
13	<p>The club regularly communicates with its members, parents and carers of junior pilots about relevant information.</p>	<p>Evidence of communication via letter, newsletters, website and meetings.</p>	<p>E</p>	
14	<p>The club is affiliated to the VSA and GFA.</p>	<p>Membership confirmed with VSA &amp; GFA</p>	<p>E E</p>	
15	<p>The club has introduced a specific Junior membership and pricing policy for Junior Pilots.</p>	<p>Copy of membership and pricing policy specifically for juniors</p>	<p>E</p>	<p>This policy is up to individual clubs to determine. See <a href="#">VSA website for guidelines.</a></p>



## VSA YouthGlide Centre Application Form

Name of Club: \_\_\_\_\_

Club address: \_\_\_\_\_  
\_\_\_\_\_

Club President name: \_\_\_\_\_

Contact details: \_\_\_\_\_  
\_\_\_\_\_

Proposed YGC Co-ordinator name: \_\_\_\_\_

Contact details: \_\_\_\_\_  
\_\_\_\_\_

Child Protection Officer name: \_\_\_\_\_

Contact details: \_\_\_\_\_  
\_\_\_\_\_

Club President Signature: \_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_

**Club Agreement:** (place a tick in the boxes)

- The club agrees to help integrate new juniors into the club and assist them to participate in all areas of club activities to spread the word of what an awesome club you are!
- By applying to be a VSA Accredited YouthGlide Centre the club is agreeing to become part of and to support the environment and culture described in the VSA Pledge. In doing so, the club agrees to support the VSA and abide by its Terms, Conditions and Policies.
- The club will provide progress reports by 31<sup>st</sup> March and 30<sup>th</sup> September each year to remain in the program and receive VSA Sponsorship.
- The club agrees to provide the Evidence criteria each year to the YGC Co-Ordinators to retain accreditation.

**The VSA Pledge:**

The VSA agrees to pay \$500 per year to be used ONLY for the club's YouthGlide program and if the club retains its accreditation from the outlined criteria each year.

The VSA will strive to maintain industry standards and procedures and promote the YouthGlide program to its stakeholders and sponsors and will continue to grow and develop a positive culture that attracts different people who share a common passion.

The VSA will promote the values of support, friendship, safety, enjoyment, education and improvement. And by doing all of this, we will guarantee you will have the support of your junior pilots and a great club!

Approved by VSA	
Signed (VSA Representative):	
Name:	Date: