**SURF SCHOOL APPLICATION FORM**

1. Please complete this form and return with payment.
2. Your accreditation demonstrates compliance with our Surf Schools Scheme: [www.surfingengland.org/surf-schools](http://www.surfingengland.org/surf-schools)for full details.
3. Please complete coach list and ensure all coaches are registered.
4. For details of your membership and its benefits visit: [www. surfingengland.org/membership/surf-school-membership](http://www.surfingengland.org/membership/surf-school-membership)
5. For online access to documents including: Policies, NOPs, EAPs, Risk Assessments etc [www.surfingengland.org/resources](http://www.surfingengland.org/resources)
6. Each School membership includes free full Surfing England Adult or Coach Membership for designated school contact (owner or head coach). Please tick appropriate box to nominate and include date of birth and we’ll sort the rest.

**Applicant Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| Surf school name: |  | | |
| Registered Owner: |  | | |
| Head Coach: |  | | |
| Address: |  | | |
| Postcode: |  | | |
| Telephone: |  | | |
| Mobile no: |  | | |
| Website: |  | | |
| Email: |  | | |
| Name of Free membership recipient |  | Date of Birth |  |

**Application Options:**

Level Applied For: Recreational / Performance / Academy / Centre of Excellence

|  |  |
| --- | --- |
| Additional Surfing England memberships (please ensure you note on your membership list which individuals wish to upgrade) | |
| Membership level /cost | Number of members | Total |
| Junior (u-18) £15.00 |  | £ |
| Senior (18 plus) £20.00 |  | £ |
| Concessions£15.00 |  | £ |
| Surf Coach £45.00 |  | £ |
| Insured Surf Coach £80.00 |  | £ |
| **+ Additional Surfing England memberships Total** | | £ |
| * **Surf School Cutback refund**Multiply number of memberships by the figures quoted:   £5.00 Adults & Coaches : £2.50 Juniors & Concessions | | £ |
| **+ Surf School Accreditation** | | £300.00 |
| TOTAL PAYABLE | | £ |

\*NB Membership runs from Jan 1st to 31st December

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New applicants please enclose the following:

* Application fee of £300, cheque made payable to: Surfing England
* A current Public Liability Insurance Certificate for customer “outdoor activity/adventure sports‟ specifically surfing participation insurance up to the value of £5m. (NB: A Sports-coach‟ insurance is only acceptable for coaches working alone as a ”sole trader‟ and also delivering the actual teaching-coaching)
* List of all surf coaches being employed at the school in current year of operation including application forms for any not currently registered with Surfing England
* The written Normal Operation Procedures (NOP‟s) which detail the daily routines aims & objectives of the surf schools services.
* The written Emergency Action Plan (EAP), which all instructors must be familiar with and know how to operate should an incident occur. Including a copy of your Incident report form.
* Your written generic Health and Safety at work Risk Assessment (RA’s) for surfing beach locations to be used including sea and customers‟ reception and clothing/wetsuit/surfboards changing areas. These areas designated as: off-beach / on-beach / in-water areas. Including a copy of your daily log book.
* Your “flat-water‟ and “big-seas‟ policy & practices statement.
* Evidence of lesson plans for beginners, improvers, intermediate, and advanced level surfers, to whichever standard you are coaching. i.e. a level 4 school will need to provide plans for all of these levels. If you fail to provide lesson plans you will be assigned a standard Recreational approval status.
* Evidence to back up the status of the school level applied for i.e. Advertisements for specialist coaching days, website reference, education contracts, and promotional materials such as brochures/flyers.
* Ensure you email your surf school logo to [membership@surfingengland.org](mailto:membership@surfingengland.org)

*Please forward all this documentation to:*

Surfing England (Surf Schools Application)

The Yard, Caen Street, Braunton, Devon EX33 1AA.

**Please tick to confirm**

* \_\_\_\_ The above Surf School/Activity Centre wishes to be approved by the Surfing England to give surfing lessons.
* \_\_\_\_ We have read and will adhere to the Surfing England Surf School Scheme requirements.
* \_\_\_\_ We agree to abide by these conditions and the surf coaching regulations implicit and explicit in them.
* \_\_\_\_ We agree to abide by the Surfing England Terms of Use of the Surfing England Trademarked Logo (see appendix 3)

Personal Data:

* \_\_\_\_ Tick if you DO NOT wish to receive information from Surfing England relating to news, events, opportunities, products and services
* \_\_\_\_ Tick if you DO NOT wish to receive information from Surfing England sponsors and subsidiaries, relating to news, events, opportunities, products and services

I confirm that I have read, understand and agree to the terms and conditions of Surf School Accreditation and authorise payment.Signed: Date

Please make cheques payable to: The Surfing England and post to: Surfing England, the Yard, Caen Street, Braunton, Devon EX33 1AA

Or - Bank Transfer to Surfing England Sort Code 30-96-03 Account No.18857568

Or - Email [membership@surfingengland.org](mailto:membership@surfingengland.org) to arrange secure Credit or Debit card payment