



Level 1 Coaching Course Checklist (FAQ's)

Once you have successfully completed your level 1 course please ensure that all of the below actions have been completed:

1. Register with an England Boxing affiliated club, as an Amateur Coach, on the England Boxing Vault <https://www.englishboxinginsight.com>
(If already registered on the Vault under a different membership e.g. Boxer please contact England Boxing on vaultsupport@englishboxing.org to change your membership type)
2. Apply for a DBS on the Vault <http://www.abae.co.uk/aba/index.cfm/news/dbs-update/>
(If you have an existing DBS please POST the original paper copy of your certificate to DBS Applications at England Boxing office (address below.) Please also include a recorded delivery stamped, self-addressed envelope for your certificate to be sent back to you.)
3. Complete a Certified Basic First Aid course and email a copy of the certificate to administration@englishboxing.org (must be a face to face course, minimum of a full day)
4. Complete an accepted Child Welfare and Safeguarding course and email a copy of the certificate to administration@englishboxing.org (must be a face to face course, more information on requirements here: <http://www.abae.co.uk/aba/index.cfm/about-us/child-protection-and-safeguarding/safeguarding-children-training-requirements/>)
Subsidised safeguarding courses are available through England Boxing and can be booked through the link below: <http://www.abae.co.uk/aba/index.cfm/education/level-1-coaching-courses/>
5. Email a passport sized, headshot photo to administration@englishboxing.org

Please ONLY send the above documents when the course has been successfully completed and you have received your results email.

Please do not take any certificates on your course.

Coaches will not receive a lanyard or certificate unless all of the above 5 steps have been completed.

What if I need to cancel or change my course booking?

England Boxing ask that 7 days written notice is given if a participant is no longer able to attend a course. A refund or transfer to another course can then be arranged.
Cancellations/Transfers required after the 7 days notice period are only accepted should there be a change in the participants health/medical circumstances. A medical note/written evidence will be required for this to be processed.

Please put all cancellation requests in writing to administration@englishboxing.org