



# **NOTICE TO COACHES CSD 1.18**

**19<sup>th</sup> October 2020**

## **Declared Training Organisation**

### **Introduction**

The Light Aircraft Association is a Declared Training Organisation. This is the mechanism under which Coaches provide training towards the issue, renewal, and revalidation of those class and other ratings which apply to aeroplanes owned and operated by our members. Approval for night and IFR flight by LAA Permit to Fly types means a likely demand for a broader range of courses and recurrent training and testing.

### **Flying Training Courses**

All training activity for the issue, renewal, and revalidation of licences, class ratings, and other ratings, shall be conducted in accordance with the LAA Coaching Manual.

All approved activity must be pre-notified and recorded by submitting an online form prior to starting training, and a report upon completion of training. The form is available on the LAA website ([CSD 1.01](#)).

The LAA holds approval to conduct courses for the PART-FCL LAPL, PPL, LAPL to PPL upgrade, SEP Class Rating, TMG Class Rating, Night Rating, Aerobatics Rating, and Banner Towing Rating. Where a LAA coach is suitably qualified and wishes to conduct training towards these courses under the LAA's DTO, advice must be sought from LAA Head of Training prior to commencing training.

It is not our intent to compete with flying schools. Whilst it is not envisaged that any coach will conduct an entire LAPL(A) or PPL(A) course, it may be possible to carry out at least part of a course of training on a member's own aircraft if required. The training must comply with the LAA's CAA verified Training Programme.

Coaches must ensure that they are suitably qualified and experienced to conduct any training course, that aircraft documentation is up to date, and that adequate insurance is in place covering both the student and flight instruction for that student.

In addition, under EU regulations, each site used for training must be documented as having been assessed as suitable for the proposed training taking into consideration any identified risks. Prior to commencing any PART-FCL licence training, a Coach must submit a request for approval of the site to be used, and have received confirmation from LAA Head Office that the training may proceed.

## **Ground training**

Whilst it is not envisaged that the training or testing for theory examinations for LAPL(A) or PPL(A) will be carried out under the LAA's DTO, it is expected that suitably qualified Coaches will provide training towards examinations for other licences. If it is envisaged that the theory training will be used towards a PART-FCL licence, the advice of the PCS Head of Training must be sought beforehand.

## **Remuneration**

Remuneration for the proposed training should be agreed by the Coach and the LAA member in advance.

## **Reports**

As detailed in CSD 3.02, student training records are required for all training, and must be submitted to LAA Head Office on completion. Training towards licence issue should be recorded in the appropriate record book available from the PCS Head of Training, and the form at Annex A may be used for other training. Before submitting a student for Skill Test, the training record must be made available to the Head of Training to allow him to certify that the required training has been completed satisfactorily.

# Annex A

## Student Record for Qualified Pilots

### CSD 1.02



Student Name : \_\_\_\_\_

Course : \_\_\_\_\_

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

A/C Reg : \_\_\_\_\_

Instructor : \_\_\_\_\_

From	To	Brakes Off	Brakes On	Chock Time	Comments

From	To	Brakes Off	Brakes On	Chock Time	Comments
				Total:	

Course Completion – Instructor Comments

Instructor Signature :

Student Signature :