



# **British Gliding Association**

## **Assistant Instructor Course Record**

### **How do I become a BGA Assistant Instructor?**

1. Talk to your CFI and check that you have the experience to become an Assistant gliding instructor
2. If appropriate, apply for a BGA Instructor course – [office@gliding.co.uk](mailto:office@gliding.co.uk) or 0116 2531051
3. Complete Part 1, 2 & 3 below
4. Ensure that this document, with Part 1, 2 and 3 completed, is handed to the course coach on the first day of your course. *BGA coaches are not authorised to carry out training without the necessary information*
- 5. On successful completion of the course, a copy of completed Parts 1, 2, 3, 4 & 5 (pages 1 – 7) must be attached to the Assistant Rating Application form - BGA Instructor Form 1**

Please complete Parts 1, 2 and 3 below as soon as practical prior to attending the course. And good luck!

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### **Part 1 – Certificate of Medical Fitness**

**CERTIFICATE OF MEDICAL FITNESS:**

One of the following declarations must be signed. Delete where not applicable.

A. My Declaration of Fitness is held by the \_\_\_\_\_ Club  
and countersigned by Dr. \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

B. I hold power flying licence no: \_\_\_\_\_ / I am a pilot in Her Majesty's Services  
and was last medically examined and declared fit on, or about \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNED \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

**Assistant Rating Jan 08****Part 2 - Experience**

A		B	
Bronze		Cross Country Endorsement	
Silver Height		Silver Distance	
Silver Duration		Silver Badge No.	
BGA 100 km Diploma:	Part 1	Part 2	
Gold Height		Gold Distance	
Gold Badge No.			
Diamond Height		Diamond Goal	
Diamond Distance		Diamond Badge No.	

**Basic Instructors Course**

Date of Course	Location
Coach I/C Course	

**Total Gliding Experience to Date**

Solo	Hrs.	Launches
Instructing	Hrs.	Launches
P2	Hrs.	Launches
Cross Country	Kms	

**Experience in the Last 12 Months (ideally 10 hours P1 in the previous 12 months)**

Solo	Hrs.	Launches
Instructing	Hrs.	Launches
P2	Hrs.	Launches
Cross Country	Kms	

PLEASE GIVE DETAILS OF ANY ACCIDENTS TO GLIDERS YOU WERE FLYING:

## Part 3 - Preparation for the Approved Assistant Instructors Course

### A – Flying Standards

Preparation for attending the Assistant Instructor Course should focus on safe flying / handling ability and good airmanship. Thorough general handling preparation for the course is essential. The candidate should demonstrate the following minimum standards during pre-course preparation with their CFI or delegate.

#### A1- Lookout and Airmanship

The candidates head should be constantly on the move; scanning the horizon, checking instrument readings and monitoring the position of the aircraft in relation to the home landing area. Where exercises are flown, they should be with consideration to height loss and position with respect to entering a normal circuit.

#### A2 - Speed Control

The candidate should demonstrate the ability to maintain a safe and appropriate control over airspeed and attitude (with regard to conditions) in any phase of flight. This can be tested while turning steeply (50-60 deg) and maintaining the speed +/-5 Knots. The airspeed on any approach should **never** be below a pre – declared minimum, and not more than reasonable and appropriate for the conditions. The candidate must be able to maintain a safe speed (no matter the circumstances) on the winch launch.

#### A3 - Lack of Slip and Skid

All turns should be well co-ordinated. If mistakes in coordination are made, the candidate must be able to recognise when the glider is beginning to yaw, and take action to smoothly remedy the situation. There must be **no** tendency to over rudder turns - especially final turns.

#### A4 - Circuit Planning

Circuits should be planned such that the final turn is completed at a safe height (normally above 300') and at a distance back from the landing area appropriate to allow a stable 2/3rds airbrake approach. If a normal circuit cannot be flown, the glider should be positioned such as to achieve a safe landing with as high a final turn as safely possible in the circumstances.

#### A5 - Winch Launch Failures

The candidate should be able to fly the *correct minimum height loss recovery* procedure. Recovery speed should **never** be below the minimum discussed in eventualities, and not more than reasonable. Turns should **never** be over ruddered. The emphasis should be on getting safely back on the ground, disregarding convenience – even when practicing.

#### A6 - Stalling and Spinning

Candidates should be able to recognise a stall and the individual symptoms. They should be able to recover using least-height-loss techniques. They must be able to recognise the difference between a spin and a spiral dive, and use the correct recovery for each. **Full** opposite rudder must be used on the recovery from a spin.

#### A7 - Landings / Field Landings

Landings made by the candidate must be fully held off. Candidates should be able to land and stop within a few metres of a pre-arranged area if it is safe to do so. The approach should be planned to ensure spare energy is available should sink be encountered in the latter part. This means planning for a half to two thirds airbrake approach to the reference point. The candidate should be able to demonstrate more than one approach to suitable fields away from the home site in a motorglider.

#### A8 – Aerotow Rope Breaks

Failures should ideally be practiced in a motorglider. Speed should be maintained above minimums throughout, and turns should be co-ordinated.

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**A9 – Winch launching**

Winch launches should be demonstrated as near-perfect, and always erring on the safe side (not too steep low down, with plenty of speed).

**B – Flying Exercises**

Candidates should read through the Patter Notes some weeks before their course. Having learned the patter thoroughly, the exercises should then be practised in flight with the CFI or delegate. These flights will also provide an opportunity to 'brush up' the candidates general flying and airmanship. The pre-course standards required are described in A above. Candidates should plan exercises such that the flight ends in a normal circuit. Normally about 2 hours flying minimum will be needed to reach a satisfactory standard in all the exercises.

**As the candidates CFI/CFI delegate, I certify that I have flown with \_\_\_\_\_ and that he / she has satisfactorily demonstrated each of the following exercises as detailed in BGA Patter Notes.**

	Signature of CFI/Senior Instructor.
Lookout	
Effect of Elevator	
Airspeed Indication & Speed Monitoring	
Aileron Drag & Adverse Yaw	
Ineffectiveness of Rudder for Turning the Glider	
Turning	
Trimming	
Stalling	
Further Stalling and Spinning Exercises	
Winch Launch Failures	

I certify that I have flown with the above and made the following assessment of his / her flying.

	Assessment.
Lookout	
General Airmanship (Thinking Ahead)	
Speed Control	
Lack of Slip & Skid	
Soaring Skills	
Circuit Planning	

I am satisfied that his / her standard of flying is adequate to train as an instructor.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Candidates total instructor course preparation flying with CFI or Senior Instructor

Glider	Hrs	Launches
Motor Glider	Hrs	Flights

**As the candidates CFI, I am satisfied his/her standard of flying is adequate to train as an instructor.**

CFI Signed		Date	
CFI Name		Telephone	

**Part 4 – The Approved Assistant Instructor Course**

The coach in charge of the course will sign for completion of each exercise and / or briefing. Flying exercises not satisfactorily completed on the course must be completed subsequently with an approved person.

FLYING EXERCISES	DEMO	ATTEMPTS	Date Satis	COACH (Print & Sign Name)
Pre flight checks				
Lookout				
<b>Effects of controls</b>				
Elevator including stall				
Ailerons				
Rudder				
Adverse yaw				
ASI and speed monitoring				
Trimming				
Straight glide / Straight glide & scan				
Turning				
Slip and Skid				
<b>Type conversion</b>				
Type conversion flight				
Type conversion briefing				
<b>Basic stalling</b>				
Nose Drop stall				
Mush stall				
Wing drop stall				
Individual stall symptoms				
<b>Basic spinning / Spiral dives</b>				
Spin entry				
Spin symptoms				
Spin recovery				
Spiral dive entry				
Spiral dive symptoms				
Spiral dive recovery				
<b>Further stalling</b>				
Reduced g exercise				
Elevator effectiveness				
High speed stall				
Stall speed increases in turn				
<b>Further spinning</b>				
Effect of rudder near stall				
Spin off thermal turn				
Spin off failed launch (at height)				
<b>Circuit planning</b>				
Normal circuit				
Zig Zag circuit				
Low circuit (turn in early)				
<b>Aerotow</b>				
Ground roll and take off				
Normal tow				
Recovery from vertical Displacement				

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Recovery from lateral displacement						
Lateral instability						
Recovery from divergent						
Release						
<b>EXERCISES</b>	<b>DEMO</b>	<b>ATTEMPTS</b>	<b>Date Satis</b>	<b>COACH (Print &amp; Sign Name)</b>		
<b>Winch launching</b>						
Normal launch						
Low launch failure (land ahead)						
Awkward' height launch failure						
V.low launch failure < 50 Ft						
<b>Approach control</b>						
Airbrake elevator co-ordination						
Normal approach						
Undershoot and recovery						
Overshoot and recovery						
Progressive undershoot						
Progressive overshoot						
<b>Landing</b>						
Normal landing						
Balloon and recovery						
<b>Lesson planning</b>						
Pre solo training flights						
Post solo check flights						
<b>Fault finding</b>						
Handling skills						
judgement exercises						

### Briefings

<b>BRIEFING</b>	<b>DATE</b>	<b>COACH</b> ( Print Name )	<b>BRIEFING</b>	<b>DATE</b>	<b>COACH</b> ( Print Name )
Introduction / Site brief			Approach control		
Pre take off checks			Landing		
Effects of controls			Further stalling		
Type conversion			Further spinning		
Basic stalling			How to teach		
HASSLL checks			How to instruct		
Sortie management			Circuit fault finding		
Winch launching			Check flights		
Winch launch failures			Supervision		
Aerotowing			Flight envelope		
Spinning & spiral dives			Teaching thermal soaring		
Circuit planning			Flying with other gliders		
How to brief					

**Theory exam**

PAPER No		RESIT PAPER No	
SUBJECT	MARK		MARK
Air law & operational regulations			
Airmanship			
Meteorology			
Navigation part 1			
Principles of flight			
Radio telephony			
Human factors			
Navigation part 2			

**Course assessment**

Flying/Handling Skills:
Airmanship:
Sortie Management:
Fault Analysis:
Flight Planning/Pre Flight Briefing:
Recommendation:

Candidate: I agree that I have received the training outlined above		
Signed:	Name:	Date:
Coach: I agree that the above is a true record of the training given		
Signed:	Name:	Date:

**Uncompleted Course Content – Approved Coaches**

Exercises Required to Complete Course	Approved Person(s) to Complete Exercises
See Open Items in Section 4 above	

Course Completion Certificate (to be certified by the coach/RE completing the training)							
Remarks;							
I confirm that (name) _____ has satisfactorily completed the BGA Assistant Instructor course under my supervision.							
Name:		Signature:			Date:		
Flying carried out:							
Date	Motorglider		Aerotow Launches		Wire Launches		Launch Failures
	Ldgs	Hrs	Flts	Hrs	Flts	Hrs	

**Part 5 - Acceptance Test for the Assistant Instructor Rating Application**

To be carried out by the CFI of the club where the candidate will commence instructing. As a minimum the test will consist of the exercises listed below. CFI's may of course wish to test in greater detail.

		SIGNATURE
1	Aerotow launch failure options BEFORE INSTRUCTING ON AEROTOW	
2	AT <b>LEAST</b> 3 CABLE BREAKS / LAUNCH FAILURES BEFORE INSTRUCTING ON WIRE LAUNCHES	
Demonstrations with 'Patter' of:		
3	Teaching launch specific to club	
4	Stalling & Spinning on two seater used by club	
5	Circuit Planning Specific to club	
6	Running out of height in circuit	
7		
8		
9		
10		

I certify that I have carried out at least \_\_\_\_\_ launches and \_\_\_\_\_ hrs \_\_\_\_\_ mins flying with \_\_\_\_\_ and have carried out all the exercises listed above. He / she has passed the acceptance check **and may apply for a BGA Assistant Instructor Rating (see Page 1)**

Name \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_

## **Part 6 – Assistant Instructor Completion Course Information**

AN APPROVED BGA COMPLETION COURSE MUST BE COMPLETED AFTER INSTRUCTING FOR MINIMUM 6 MONTHS AND MAXIMUM 18 MONTHS

- To arrange a place on a completion course, please talk to your CFI

## **Part 7 – Other Information**

### **Revalidation of Instructor Ratings**

For the detailed requirements see [www.gliding.co.uk/instructors](http://www.gliding.co.uk/instructors)

- The Assistant rating will be revalidated providing the revalidation criteria listed on the BGA website, and in 'Laws and Rules' has been met in the year ending 30<sup>th</sup> September
- Up to the end of the first year of instructing ONLY (1<sup>st</sup> Oct – 30<sup>th</sup> Sept), the new instructor must comply with the solo hours for the whole year, but they do not have to comply with the instructional hours requirement
- Individual instructors are responsible for complying with BGA revalidation requirements. If they are unsure as to their ratings validity, they must not instruct until they have confirmed validity
- CFI's must inform the BGA of all ratings that they have revalidated no later than the 31<sup>st</sup> December of that instructional year

### **Rating Suspension Following Accidents**

If any BGA Instructor has an accident whilst instructing, or a serious accident whilst gliding solo or indulging in any other flying activity, then all the privileges of that rating are suspended automatically. This is not a disciplinary measure, but a safeguard, since there are indications that after an accident any pilot may be at risk or a further accident, or at least suffer a serious loss of confidence or in extreme cases there can be physiological problems. Every effort will be made by the BGA Instructors Committee to investigate such an accident promptly and reinstate the rating as promptly as possible, subject to any action deemed appropriate to minimise the possibility of a reoccurrence. Reinstatement can take place only with the authority of the Chairman of the Instructors Committee through a Senior Regional Examiner.