

## BGA Ground Training Progress Card

Name.....Club.....

Training may be provided by any person approved to do so by the pilots' club.

Item	Confirmed training carried out		
	Trainer Signature	Trainee Signature	Date

<b>Safety Procedures</b>			
<i>Parachutes</i> Care, checking before flight, putting on/taking off, storage			
<i>Emergency equipment</i> First aid kit location, fire extinguisher location, emergency phone location			
<i>Routes to and from the launch points</i> Driving and walking, lookout, what to do if an aircraft is approaching			

<b>Method of Training</b>			
<i>Training format</i> Briefings, instruction, handover/takeover protocol, debriefing, signposting objectives			
<i>Training documents</i> Personal record card, personal logbook, how to find club launch records			
<i>Student pilot role in training</i> Self-study, being ready to fly, importance of asking questions			

<b>Hangar and Preparation</b>			
<i>Hangar unpacking and packing</i> Access, supervision requirements, equipment, hazards, procedures			
<i>Batteries</i> Charging, installing and removing			
<i>Daily inspection of club aircraft</i> Who can do it, how to become qualified, how to carry out positive checks			
<i>Cleaning</i> Requirements, location of cleaning equipment, canopy cleaning			

<b>Powered aircraft</b>			
<i>Propeller safety</i> Hazards, do not touch propellers, stay clear of propeller arc			
<i>Fuel safety</i> Who can refuel aircraft			

<b>Ground handling</b>			
<i>Moving aircraft by hand</i> Where to push, pull or lift, which wing to hold			
<i>Canopies</i> Opening, closing, hazards			

<i>Tail dolly</i> Checking, attaching, removing			
<i>Towing gliders</i> Who can drive the vehicles, procedures, hazards inc leaving unattended gliders attached, obstacles, listening and lookout, which wing to hold			
<i>One-man tow out kit</i> Hazards, checks, use			
<i>Parking gliders</i> Which wing down, orientation to wind, use of tyres and tie downs			

<b>Launching</b>			
<i>Cables and ropes</i> Winch cable and hardware hazards, aerotow rope hazards, weak links			
<i>Log keeping</i> How, importance of accuracy			
<i>Launch signalling</i> Who can do it and how, who can shout 'stop' and why, what to do – or not do - if someone shouts stop			
<i>Wing running</i> Running the wing during a launch, hazards, eg wing tip loads			
<i>Retrieving cables</i> How to get trained, hazards			

<b>Club vehicles</b>			
<i>Maintenance and preparation</i> How to daily inspect, keys, refuelling/recharging, parking			
<i>Driving</i> Requirements, speed limits, lookout			

<b>Weather</b>			
<i>Personal considerations including wind chill and sun</i> Clothing, sunscreen, access to club supplied hats, etc			
<i>Removing water from wings and canopies</i> Why and how, care needed, location of equipment			

<b>Publications - awareness</b>			
<i>Club flying rules and local procedures</i>			
<i>BGA 'Managing Flying Risk' publication</i>			