



ASCA Coach Re-accreditation Information & Application



What is updating?

All coaches registered with the ASCA and the National Coach Accreditation Scheme (NCAS), which is administered by the Australian Sports Commission, are required to carry out regular activities aimed at maintaining and improving current knowledge and coaching practices.

Updating ensures coaches remain abreast of the most up-to-date techniques and coaching methods in addition to ensuring that the coaching environment is safe for all participants and reduces the likelihood of coaches becoming involved in legal actions. It also provides the ASCA with an up-to-date register of active coaches.

What happens if you don't re-accredit?

Coaches who do not complete the re-accreditation requirements will be removed from the ASCA and NCAS active coach register. To re-enter the register the coach may be required to complete appropriate re-entry activities as outlined below. Special leave considerations (e.g. maternity leave, leave related to employment, etc.) will be considered and should be discussed with the ASCA National Office.

- If your accreditation has lapsed for more than 4 years you may be required to complete the current level workbook in addition to provision of your updating activities for the current 4 year period. (E.g. updating activities post 2005)
- If your accreditation has lapsed for less than 4 years you can apply for reaccreditation by provision of your updating activities for the current 4 year period. (E.g. updating activities post 2005)

ASCA Updating Policy

In order to update each registration, coaches must in a four year period:

- Complete the next level of qualification; **or**
- Re-sit the current level qualifications; **or**
- Complete the following number of hours of updating activities

Level 1	24 hours per year = 96 hours over 4 years
Level 2	48 hours per year = 192 hours over 4 years
Level 3	100 hours per year = 400 hours over 4 years

ASCA Approved Updating Activities

Practical Coaching

50% of the required updating hours for each level should be completed through practical coaching. 50% of these practical coaching hours can be self-monitored through the use of a coaching activity sheet. The other 50% of practical coaching hours must be signed off in the logbook by an authorised strength and conditioning coach of equal or higher level accreditation.

Practical coaching can be undertaken with any level of athlete or team or may occur on a regular basis (weekly/fortnightly) or in a specific situation such as camps and workshops.

The remainder of the updating hours must be completed by any combination of the following activities:

Coach Education

- Lecture/present at a coaching course
- Become a mentor coach for another coach
- Supervise coaching practical hours (ASCA course requirements) for another coach

- Write and/or publish an article related to an aspect of strength and conditioning coaching
- ASCA Membership – Note hours claimed in one year can be no more than 20% of total hour (e.g. 2.4 hrs per year for Level 1, 4.8 hours for Level 2, and 10 hours for Level 3).

Self-Education

- Attend a strength and conditioning coaching/updating seminar/workshop/Annual Conference
- Attend a general coaching seminar
- SMA sports trainer course
- Recognised first aid course
- Sports massage course
- Sports related tertiary education
- Sports administration course (e.g. ASSA)
- Leadership/communication training programs
- Attend a related NCAS course

How to Use the Coaching Activity Sheet.

It is important that you keep the details of all practical involvement and attendance at approved courses and seminars that contribute to your reaccreditation with the ASCA and NCAS.

The Coaching Activity Sheet can be used as a guide for your eligibility for reaccreditation when it falls due. You may also wish to use the Coaching Activity Sheet as evidence of experience and on-going education when you are applying for a new coaching position. (Additional copies of the Coaching Activity Sheet can be downloaded from the ASCA Website).

When you attend an approved updating activity you should fill in the appropriate details and obtain a signature of the coordinator and/or stamp of the organising body.

You should record all your updating activities in the Activity Sheet and send a **photocopy** to the ASCA prior to the expiry date shown on your NCAS registration card together with any documentation to support your application.

(DO NOT SEND ORIGINAL DOCUMENTS IN THE MAIL)

Additional Requirements for Reaccreditation

■ ASCA Membership

In order that the ASCA can process your re-accreditation you must

- Be a current member in the ASCA.
- Sign and return the Coaches Code of Behaviour Form. (See attachment A)

Professional Coaching Structure

If you are registered with the ASCA Professional Coaching Structure your registration will also expire on the same date as your coach accreditation. In order to Update your Professional Coaching Structure at your current level you will need to pay the re-registration fee at the same time you provide your Coach Updating Information.

If you choose not to re-register with the ASCA Professional Coaching Structure you will be removed from the Active Professional Coaches Association.

ATTACHMENT A

COACH'S CODE OF BEHAVIOUR AGREEMENT FORM

For re-registration to the
National Coach Accreditation Scheme (NCAS)

TO: The Australian Strength and Conditioning Association Inc.

I, _____
(Full Name)

of _____
(Address)

Am seeking registration / re-registration (please circle) for the following Australian Sports Commission (ASC) qualification:

_____ STRENGTH AND CONDITIONING
(Level) (Sport)

I agree to the following terms:

1. I agree to abide by the Australian Strength and Conditioning Associations Code of Behaviour (overleaf)
2. I acknowledge that the ASCA may take disciplinary action against me, if I breach the code of ethics (I understand that the ASCA is required to implement a complaints handling procedure in accordance with the principles of natural justice, in the event of an allegation against me).
3. I acknowledge that disciplinary action against me may include de-registration from the National Coaching Accreditation Scheme.

Please refer to the *Harassment Free Sport Guidelines* available from the Australian Sports Commission if you require more information on harassment issues.

(Signature)
(Date)

(if under 18 parents/guardian signature)

ASCA Coach's Code of Behaviour

The ASCA endorses the ASC's Sport's Code of Behaviour that provides guiding principles that reflect and uphold fairness, respect, responsibility and safety that lead to appropriate behaviour regardless of a person's involvement in sport as outlined below:

- Operate within the rules and spirit of your sport, promoting fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills
- Support opportunities for participation in all aspects of the sport
- Treat each person as an individual
- Display control and courtesy to all involved with sport
- Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
- Respect the decision of officials, coaches and administrators in the conduct of sport
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where power imbalance will exist) with people under the age of 18 years.
- Adopt appropriate and responsible behaviour in all interactions
- Adopt responsible behaviour to alcohol and other drugs
- Act with integrity and objectivity, and accept responsibility for your decisions and actions
- Ensure your decisions and actions contribute to a safe environment
- Ensure your decisions and actions contribute to a harassment free environment
- Do not tolerate harmful or abusive behaviours.
- Place the safety and welfare of the athlete above all else
- Help each person (athlete) reach their potential – respect the talent, development stage and goals of each person and compliment and encourage with positive and supportive feedback.
- Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development
- Be honest and do not allow your qualifications to be misrepresented

