



Information on Updating

What is updating?

Updating is a policy that requires coaches to complete a variety of education activities over the four-year accreditation period.

Updating aims to ensure quality coaching by maintaining current knowledge and practice.

Why update?

- Updating ensures that coaches stay abreast of rule changes in their sport.
- Updating also keeps coaches in contact with the most up-to-date techniques and coaching methods.
- Updating can play a key role in ensuring that the coaching environment is safe for all participants and reduce the likelihood of coaches and officials becoming involved in legal actions.
- Updating ensures that sports and the ASC have an up-to-date register of active coaches.

What happens if coaches don't update?

- Coaches who do not complete the updating requirements will be removed from the AFDA active coach register.

Who decides which updating activities are suitable?

- The AFDA decides which activities are suitable for their coaches (see list on page 5).

How does updating work?

When a coach receives AFDA Coach accreditation after completing a training program, the 'update clock' starts. The coach will be advised of the expiry date of the accreditation.

Coaches complete updating activities (as specified in this document) and remain an accredited coach (ie. on the AFDA database).

The four-year accreditation period starts when all accreditation requirements have been met.

For example:

Registered as a coach:	11 July 2018
Accreditation period expires:	10 July 2022



How are the update activities recorded?

When it comes time to re-accredit as an AFDA Coach, you must have the AFDA Coach Program – Updating Form filled by an approved representative. The form is then submitted to the AFDA CEO.

The following representative can fill the AFDA Coach Program - Updating Form on your behalf:

- State Development Officer;
- AFDA High Performance & Business Development Manager;
- Club Official; or,
- Another person who is approved by the AFDA CEO at the request of the AFDA Coach seeking the update to their accreditation

Prior to filling the form, the AFDA Coach seeking the update should inform the representative of the updating activities that have been conducted since they completed the AFDA Level 1 Coach Course.

The AFDA Coach Program - Updating Form is available here:

https://docs.google.com/forms/d/e/1FAIpQLSevOQ1dVR1VosK-!Bp1jtUvn3Oj860VrmPclVuVRQw9G5I-3A/viewform?usp=sf_link

Cost of updating

A fee will apply to be re-registered as an AFDA Ultimate Coach. This fee is payable to the AFDA by direct deposit to the following bank account:

Acc name: AFDA
BSB: 033044
Acc #351866 REF:
CoachSurname



Other Requirements of updating

Coaches will also have to:

- Sign and submit the AFDA Coaches' Code of Ethics Agreement;
- Sign and submit and a Member Protection Declaration;
- Complete and submit current certificate for WFDF Standard Rules Accreditation; and,
- Complete and submit current certificate for ASC Community Coaching General Principles

All documentation should be sent to the AFDA CEO:

Email: Simon.wood@afda.com

Email Description: AFDA Coach Update Surname



Updating: Who does what?

The Role of the AFDA

The AFDA will:

- Provide each coach with a copy of the AFDA's current updating policy
- Notify all coaches on the AFDA Coach database who are due to update in the next 6 - 12 months
- Re-register coaches when they complete their updating requirements

The Role of the Coach

The Coach will:

- be familiar with updating requirements
- maintain coaching records
- attend relevant updating seminars
- seek re-accreditation
- notify the AFDA if contact details change

The Role of the Approved Representative

- Talk with the coach to understand the activities that they have undertaken since completing their coach accreditation
- Complete the AFDA Coach Program - Updating Form on behalf of the Coach



AFDA Coaches Updating Activities

To update, coaches must in a four-year period:

- complete the next level of qualification
or
- re-do the current level of qualification
or
- complete the following recommended number of hours of updating activities:
 - Level 1 – 30 hours

Updating Activities

Practical Coaching

- 50% to 100% of the required updating hours for each level should be completed through practical coaching.
- Practical coaching can be undertaken with any level of athlete or team and may occur on a regular basis (weekly, fortnightly) or in specific situations such as camps, clinics.
- These practical coaching hours should be acknowledged by an approved representative by completing the AFDA Coach Program - Updating Form on your behalf. Approved representatives include:
 - State Development Officer;
 - AFDA High Performance & Business Development Manager;
 - Club Official; or
 - Another person who is approved by the AFDA CEO at the request of the AFDA Coach seeking the update to their accreditation

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

Coach Education

- Lecture/attendance at a coaching course or AFDA National Conference (Coaching Stream)
- Become a mentor for another coach (approved by the AFDA)
- Supervise coaching practice hours (AFDA training program requirement) for another coach
- Write and/or publish an article on www.afda.com related to an aspect of coaching (Contact the AFDA High Performance & Business Development Manager about this. Worth 4 hours).
- Sport specific coaching seminar



- General coaching seminar (eg. conducted through a state coaching centre, state institute/academy)
- Strength and conditioning course (ASCA approved)
- Disability Education Program modules
- Sports Medicine Australia Sports Trainers course
- Recognised First Aid course
- Sports massage course
- Sports related tertiary education eg. Sports Coaching, Human Movement, Phys Ed
- Sports Administration course
- Leadership/communication training programs (or related topics)
- Attend a 'related' NCAS course eg. An Ultimate coach attends a Level 1 Athletics course
- Observe a coaching session of a senior coach
- Subscription to 'Sports Coach' magazine (worth 2 hours per year - proof by receipt)
- Other negotiated activities may be included in this category.

Conditions

1. Activities must be verified on the AFDA Coach Program – Updating Form by an approved representative.
2. The number of hours claimed must be equal to the number of hours spent on that activity.
3. Updating activities cannot all be completed in the space of one year. They should ideally be spread over the four-year period. However, they must be undertaken in at least a two-year period (this can be negotiated in exceptional circumstances).