



Coach Accreditation Policy

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REVIEW OF HISTORY TABLE

Revised on	Version	Date Endorsed	Approved By	Content Reviewed / Purpose
22/03/2023	1.0	19/05/2023	Blair Taylor	Policy created

PURPOSE

The purpose of the Coach Accreditation Policy is to outline:

- The requirements to gain and maintain a coaching membership with a State/Territory Athletics Member Association.
- The Coach Education Framework currently used by Athletics Australia (AA).
- The requirements to gain a coaching accreditation (at each level of the coaching framework).

INTRODUCTION

To be an accredited athletics coach in Australia, a coach must:

1. Be a current member of a State/Territory Athletics Member Association; and
2. Hold an AA coaching accreditation.
3. Remain in good standing with AA by adhering to this accreditation policy and other AA integrity policies.

A coaching accreditation is gained by completing an AA accredited course (sanctioned by AA and delivered by AA or one of its State/Territory Athletics Member Associations), or via the recognition of prior learning (RPL) process. The accreditation is only active if the coach is currently financial with Athletics Australia.

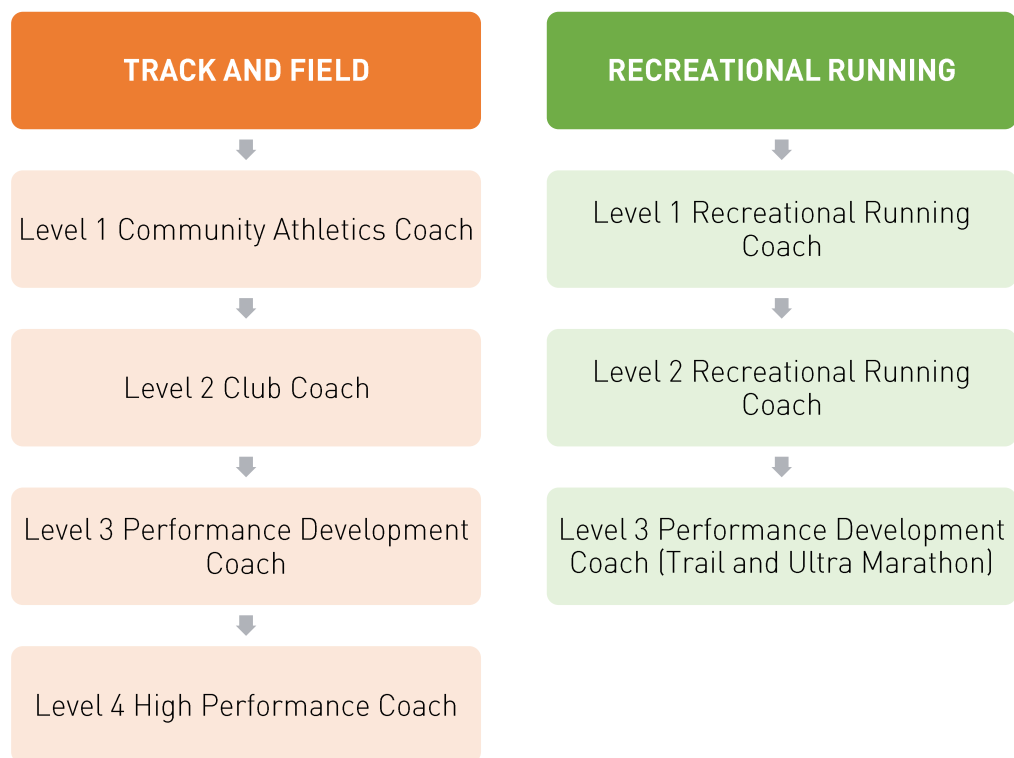
COACH EDUCATION FRAMEWORK

Athletics Australia released the Coach Education Framework nationally in 1973. The framework has undergone several reviews and will continue to be reviewed to ensure it reflects industry best practice in coach education.

The Coach Education Framework is competency-based, and splits athletics coaching into two streams. These are:

1. Track and Field; and
2. Recreational Running

The pathway within each of these streams is outlined below:



GENERAL REGULATIONS

Accreditation

A coach must successfully complete all parts of an accreditation to be awarded an AA Coach Accreditation (unless they are granted an exemption). Information regarding the specific components of each accreditation is provided later in this document.

All of our accreditations can also be attained via the Recognition of Prior Learning (RPL) process. An individual can apply for an RPL online, via the Athletics Australia website.

Please note: the RPL process is only relevant to coaches who believe they already meet the expected competencies of a specific accreditation. Coaches applying for RPL will be required to demonstrate they meet all competencies as part of the RPL assessment process.

Membership

- Coaches must have a current membership with their State/Territory Athletics Member Association in order for their coaching accreditations to be valid.
- Coaches must renew their membership annually.
- A new coach will automatically receive 12 months free membership upon completion of the Level 1 Coach Accreditation.

- The coach's complimentary year of membership commences on the date of completion of the Level 1 Coach Accreditation, and this date will become the annual renewal date.
- A Level 1 Coach who previously held an accreditation with Athletics Australia is not eligible for 12 months free membership with their State or Territory Association and will be required to pay full fees on renewal of the membership.
- The annual accreditation fee is set by Athletics Australia and each of the State/Territory Associations.
- Membership renewal is completed online, via the individual's State/Territory Athletics website.
- Coaches must have a current and valid Working with Children Check (or a valid exemption – as per the State/Territory regulations) in order to renew their membership. Coaches are responsible for updating their WWCC details to their Athletics Australia account.
- Coaches must acknowledge that they understand and agree to:
 - Member Obligations
 - Privacy Policy Declaration
 - Cancellation/Refund Policy
 - Code of Conduct
 - National Integrity Framework policies
- Coaches are able to renew their membership at any time, even if their membership has expired. Once they have renewed their membership, their coaching accreditation(s) will become active again.
- Members will receive three renewal notifications via email:
 - Email #1 – 30 days prior to their required renewal date.
 - Email #2 – 14 days prior to their required renewal date
 - Email #3 – 1 day past the renewal date advising that membership is no longer valid.

Training Providers

- Athletics Australia has agreements with State/Territory Athletics Associations to act as training providers and deliver the face-to-face components of accreditation courses. Athletics Australia provides all course material to the State/Territory Association for distribution to the contracted presenter.
- The State/Territory Association is primarily responsible for training the Presenter; however, Athletics Australia will assist with training/upskilling where appropriate.
- Course Presenters are employed or contracted by the State/Territory Athletics Association.
- Athletics Australia is responsible for creating online courses on the Athletics Learning Centre.

Benefits

Accredited AA coaches receive a wide range of benefits, including:

- Formal recognition of their coaching qualifications. This includes an encrypted digital accreditation card, which acts as proof of accreditation.
- 12 months free AA accreditation and membership with their relevant State / Territory athletics association upon completion of their first coaching accreditation.
- Coaching insurance, including:
 - Public liability insurance up to \$30,000,000 for any one occurrence.
 - Products liability insurance up to \$30,000,000 for any one insurance period.
 - Professional indemnity insurance up to \$10,000,000 for any one insurance period.
 - Personal injury insurance (further information here).
- Free entry to the Australian Athletics Championships (only for coaches with an athlete competing).
- Access to online coach education via the Athletics Australia Learning Centre.
- Eligibility to attend Professional Development seminars hosted by Athletics Australia and your state Athletics Association.
- Eligibility to be selected as a coach on an Australian national team.
- Eligibility to coach in Primary Schools as part of the Sporting Schools initiative.
- Eligibility to coach in athletics clubs across Australia.

Please note: a coach is only eligible to receive member benefits if their membership is current.

LEVEL 1 COACHING ACCREDITATION

A Level 1 Coach Accreditation is the entry-level accreditation for coaching athletics. A Level 1 accreditation can be attained in either Track and Field or Recreational Running streams.

Accreditation	Stream
Level 1 – Community Athletics Coach	Track and Field
Level 1 – Recreational Running Coach	Recreational Running

Level 1 Requirements

To gain a Level 1 coaching accreditation, a coach must meet the following criteria:

- Be 16 years or older.
- Successfully complete all components of the Level 1 Coach Accreditation.

Level 1 Course Components

The components of the Level 1 Coach Accreditation are listed below. The course components are consistent across both of the Level 1 accreditations (Community Athletics Coach and Recreational Running Coach).

Task	Description
1. Practical course	<ul style="list-style-type: none"> ○ Attend a one-day face-to-face <i>or</i> five 1-hour online sessions.
2. Online course	<ul style="list-style-type: none"> ○ Complete the relevant Athletics Australia Level 1 course. ○ Complete the PBTRs – Child Protection and Safeguarding online course.
3. Assessment task	<ul style="list-style-type: none"> ○ Complete the assessment task. ○ Athletics Australia strongly recommends that coaches complete 30 hours of practical coaching in a club, school, professional or private setting before receiving their Level 1 coaching accreditation.

On completion of the Level 1 coaching accreditation, the following will occur:

- The relevant Level 1 accreditation will be added to the individual's Athletics Australia account and the national database.
- An accreditation certificate will become available for download from the coach's Athletics Australia account (accessible via the website).

LEVEL 2 COACHING ACCREDITATION

A Level 2 Coach Accreditation is the second level of accreditation for coaching athletics. A Level 2 accreditation can be attained in either Track and Field or Recreational Running streams.

Accreditation	Stream
Level 2 – Club Coach	Track and Field
Level 2 – Recreational Running Coach	Recreational Running

Level 2 Requirements

To gain a Level 2 coaching accreditation, a coach must meet the following criteria:

- Be 16 years or older.
- Hold a Level 1 coaching accreditation in the *same coaching stream*.
- Successfully complete all components of the Level 2 Coach Accreditation.

Level 2 Course Components

The components for each of the Level 2 Coach Accreditations are listed below.

LEVEL 2 – CLUB COACH		(Track and Field)
Task	Description	
1. Practical course (DAY 1)	o Attend a one-day face-to-face.	
2. Practical course (DAY 2)	o Attend a one-day face-to-face <i>or</i> five online sessions.	
3. Online course	o Complete the Level 2 online modules.	
4. Assessment task	o Complete a multi choice assessment. o Complete a seasonal plan. o Complete the practical coaching assessment (signed off by an approved assessor). We strongly recommended that the assessor supervises coach for the duration of a season (1 year) before signing off on the assessment.	

LEVEL 2 – RECREATIONAL RUNNING COACH (Recreational Running)	
Task	Description
1. Practical course	o Attend a one-day face-to-face <i>or</i> five online sessions.
2. Online course	o Complete the Level 2 online modules.
3. Assessment task	o Complete a short answer assessment. o Complete the practical coaching assessment (signed off by an approved assessor). We strongly recommended that the assessor supervises coach for the duration of a season (1 year) before signing off on the assessment.

On completion of the Level 2 coaching accreditation, the following will occur:

- The relevant Level 2 accreditation will be added to the individual’s Athletics Australia account and the national database.
- An accreditation certificate will become available for download from the coach’s Athletics Australia account (accessible via the website).

LEVEL 3 COACHING ACCREDITATION

A Level 3 Coach Accreditation is the third level of accreditation for coaching athletics. A Level 3 accreditation can be attained in either Track and Field or Recreational Running streams.

Accreditation	Stream
Level 3 – Performance Development Coach	Track and Field
Level 3 – Performance Development Coach	Recreational Running

Level 3 Requirements

To gain a Level 3 coach accreditation, a coach must meet the following criteria:

- Be 18 years or older.
- Hold a Level 2 coaching accreditation in the *same coaching stream*.
- Successfully complete all components of the Level 3 Coach Accreditation.

Level 3 Course Components

The components for each of the Level 3 Coach Accreditations are listed below.

LEVEL 3 – PERFORMANCE DEVELOPMENT COACH		(Track and Field)
	Task	Description
Part 1: Theory	1. Practical course	o Attend a two-day face-to-face course (DAY 1 & 2).
	2. Online modules	o Complete the relevant Level 3 online modules.
	3. Assessment task	o Complete the practical coaching assessment (signed off by an approved assessor). We strongly recommended that the assessor supervises coach for the duration of a season (1 year) before signing
Part 2: Event Specific	4. Practical course	o Attend a two-day face-to-face course (DAY 3 & 4).
	5. Online modules	o Complete the relevant Level 3 online modules.
	6. Assessment task	o Complete the assessment task.

LEVEL 3 – PERFORMANCE DEVELOPMENT COACH		(Recreational Running)
	Task	Description
Part 1: Theory	1. Practical course	o Attend a two-day face-to-face course (DAY 1 & 2).
	2. Online modules	o Complete the relevant Level 3 online modules.
	3. Assessment task	o Complete the assessment task.
Part 2: Event Specific	4. Practical course	o Attend a two-day face-to-face course (DAY 3 & 4).
	5. Online modules	o Complete the relevant Level 3 online modules.
	6. Assessment task	o Complete the assessment task.

On completion of the Level 3 coaching accreditation, the following will occur:

- The relevant Level 3 accreditation will be added to the individual's Athletics Australia account and the national database.
- An accreditation certificate will become available for download from the coach's Athletics Australia account (accessible via the website).

LEVEL 4 COACHING ACCREDITATION

A Level 4 Coach Accreditation is the highest level of accreditation for coaching athletics. A Level 4 accreditation can only be attained in the Track and Field stream.

Accreditation	Stream
Level 4 – High Performance Coach	Track and Field

Level 4 Requirements

To gain a Level 4 coach accreditation, a coach must meet the following criteria:

- Be 18 years or older.
- Hold a Level 3 – Performance Development Coach accreditation.
- Be currently coaching an athlete(s) in the National Athlete Support Structure (NASS).
- Have previous experience working in High Performance sport.
- Successfully complete all components of the Level 4 Coach Accreditation.

Level 4 Course Components

The components for the Level 4 High Performance Coach Accreditation are listed below.

Task	Description
1. High Performance Mentoring Program	<ul style="list-style-type: none"> o Successful completion of Athletics Australia's 12-month High Performance Mentoring Program, including approval from the candidate's assigned mentor.
2. Core High Performance modules	<ul style="list-style-type: none"> o Completion of the following Core High Performance modules: <ul style="list-style-type: none"> ▪ Coach Wellbeing ▪ Eating Disorder in Sport ▪ Applied Strength and Conditioning for Track and Field ▪ Applied Event-Specific Biomechanics ▪ Planning and Load Management ▪ Working with Athlete Representatives ▪ Town Hall Education Sessions
3. Individual Coach Development Plan	<ul style="list-style-type: none"> o Development of an Individual Coach Development Plan and participation in relevant identified education and networking opportunities.
4. Community Coach Development	

On completion of the Level 4 coaching accreditation, the following will occur:

- The relevant Level 4 accreditation will be added to the individual's Athletics Australia account and the national database.

- An accreditation certificate will become available for download from the coach's Athletics Australia account (accessible via the website).

CHANGES TO THE POLICY

Changes to this policy may be submitted for review and approval by the National Education and Development Manager. Once a change has been approved, the policy will be updated in the official AA policy register on the website.

AA is committed to ensuring all policies are up-to-date and reflect current practices. The latest review date is recorded at the beginning of the policy.