



## Australian Karate Federation Inc. Coaching Accreditation and Updating Policy



The aim of this policy is to ensure that the Australian Karate Federation Inc has in place a system which will enable NCAS accredited Karate Coaches to maintain a safe, responsible and high standard of coaching practice, in keeping with current coaching principles and competencies.

### **The system is designed to provide the following benefits:**

- coaches will be practicing coaches who are up-to-date with coaching competencies, delivering a safe, responsible and high standard of coaching to their students/athletes in line with their responsibilities and duty of care as a coach
- current contact details will be kept on all coaches for the purpose of improved communication
- all coaches will hold current first aid certification to ensure a minimum level of competence in dealing with life threatening emergency situations during coaching practice
- status of the accredited coach will be improved to due their superior coaching knowledge
- coaches will have an improved and more effective commitment to their coaching if they are to call themselves an NCAS Accredited Karate Coach
- the role of the Coaching Director (State and National) will be more prominent and there will be increased contact between Coaching Director and Coach
- AKF would be more supportive and feel more confident in defending any legal action against a coach if AKF knows that the coach is accredited and has maintained updating requirements

**The AKF supports the endeavours of the ASC in relation to the National Coaching Accreditation Scheme.**

### **The NCAS**

- Increases confidence and competence in coaching ability
- Promotes an on-going progressive improvement of knowledge and expertise as coaches move through the levels of the scheme
- Incorporates an involvement with, and an understanding of, Sports Science, enabling a more in depth approach to coaching
- Promotes the use of safe and correct techniques
- Improves communication skills
- Encourages the development of innovative coaching techniques
- Involves quality controlled learning in all courses
- Aims to increase the enjoyment of sport for both coaches and athletes.
- A four year accreditation period starts when the National Coaching Accreditation Scheme (NCAS) receives notification that all accreditation requirements have been met. The NCAS will inform coaches before the expiry of the accreditation period, at the address listed on the NCAS data base.



## Australian Karate Federation Accreditation Updating Policy:

### To maintain Coaching Accreditation:

#### *Compulsory Coaching Practice* -----

- **Level 1**                      **25 hours coaching per year**
- **Level 2**                      **50 hours coaching per year**
- **Level 3**                      **100 hours coaching per year**

#### **Coaching hours may be achieved by:**

- **dojo coaching** - Head of Style to verify coaching practice in writing on club letterhead
- **AKF state or national coach** - position & year verified by state or national office
- **lecturing at AKF Inc approved coaching courses** - date of courses verified by National Office or State Office
- **mentoring trainee coach** - verified by National Coaching Director

*Record of hours should be kept in the coach's diary and confirmed in writing via the Chief Instructor/Director on club letterhead &/or National/State/Territory Body. Actual hours must be stated.*

#### *ALL coaches:* -----

- Must hold current First Aid / CPR or Sport Trainer qualification
- Re-sign the Coach's Code of Ethics on renewal
- Child Protection legislation, as per your state/territory: *must provide proof of suitability to work with children on renewal and as per state/territory legislation requires.*

#### **plus**

#### *Coach's Self-Education* -----

- **Further-Education - 6 hours per year**
  - Coaches must be actively updating, maintaining their accreditation by attending ASC's state coaching centres' update courses – annually. This includes Level 2 general principles
- **Update Log Book**
  - Coaches must record courses attended in the log book
  - Entry: title of course attended, date attended, duration, and signed by course coordinator.

Only ASC or AKF Inc approved update courses are valid, unless approval is granted for outside course, which has been applied for prior to attending course

#### *31 December, Annually* -----

Send to your State/Territory Coaching Director, photocopies of your documents relating to your updating by 31 December each year

#### **UPDATING NOT ACHIEVED** -----

Any coach who does not attend to or achieve his or her accreditation requirements, will be seen as unaccredited and will be expected to resit the next Level 1 course.

#### *Change of Details* -----

Notify AKF National Coaching Director, State/Territory Coaching Director and the ASC's Coaching & Officiating Unit of any change to personal details.

