

# AUSTRALIAN PROFESSIONAL SKATERS' ASSOCIATION Inc. (APSA)



## Updating Policy

### PART A - Policy

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## PART A – Policy

### 1. INTRODUCTION

The Australian Sports Commission (ASC) requires coaches of all sports to update their skill, knowledge and currency with in their sport to retain their National Coaching Accreditation Scheme (NCAS) level.

APSA requires all of our affiliated coaches to gain updating points as a requirement of re-registering their accreditation with the ASC, and maintaining their State PSA membership and insurance cover.

### 2. WHAT IS UPDATING?

- Updating is attending various activities that will improve, refresh, and develop a coach's skills and or knowledge within the Sport of Figure Skating.
- Points will be awarded to each coach for activities undertaken, according to the duration of the activity.
- Coaches will be required to obtain a particular total of update points per calendar year, pursuant to their relevant level of accreditation.
- The Update Recorder may carry over points earned in excess of the required total for individual coaches from one calendar year to another in extenuating circumstances.
- Total yearly points must be gained by more than one activity type such as:
  - Figure Skating Accreditation
  - Figure Skating Related Activities
  - Non Figure Skating Related Activities (Receipts / certificates are required for verification of attendance)

### 3. RESPONSIBILITIES OF THE COACH

- Attend approved activities to gain the required number of points for your level of accreditation.
  - **Level 0:** A minimum of five (5) points per calendar year.

- **Level 1:** A minimum of ten (10) points per calendar year.
- **Level 2:** A minimum of fifteen (15) points per calendar year.
- **Level 3:** A minimum of twenty (20) points per calendar year.
- Record the details of each update activity attended in either their Australian Sports Commission (ASC) Update Booklet or the APSA Inc. Update Points Log Sheet.
- Submit their log- book / update points log sheet to the update recorder.
- Coaches who have not submitted their required number of update points by the time of their annual renewal, will not be entitled to State PSA membership and therefore, their insurance revoked.

## **PART B - Procedures**

### **STEP 1 – ATTEND**

- Coaches should register or enrol in activities from the following activity types:
  - Figure Skating Accreditation
  - Figure Skating Related
  - Non Figure Skating Related
- Activities from each group and the points they will receive are listed in Part C below.

### **STEP 2 – RECORD**

- Coaches should record the details of each update activity attended in either their ASC Update Booklet or the APSA Inc. Update Points Log Sheet at the time of activity.
- The co-ordinator of each updating event will be required to sign, where indicated, as verification of attendance.
- Rink Managers are not permitted to sign logbooks.
- If no representative of APSA is present, it is the obligation of the participant to obtain the signature from the course presenter.

### **STEP 3 – SUBMIT**

Coaches should submit their ASC Update Booklet or APSA Inc. Update Points Log Sheet (attached below in Part D) with any copies of receipts/certificates needed for verification to the APSA Update Recorder. by mail or by email.

By mail to: APSA Update Recorder, PO Box 4138, Macquarie Centre, NSW 2113

By email to: [info@apsa.net.au](mailto:info@apsa.net.au)

Update Points must be submitted to the update recorder by the dates below:

Jan 31<sup>st</sup> – for previous Sept, Oct, Nov, Dec

May 31<sup>st</sup> – for previous Jan, Feb, Mar, Apr

Sept 30<sup>th</sup> – for previous May, Jun, July, Aug

## PART C – Approved Updating Activities

ACTIVITY	DESCRIPTION	POINTS AWARDED
<b>ACCREDITATION</b>		
ASC's Intermediate General Principles of Coaching	13 Modules Course	26
Level 1 Accreditation	Sports Specific Course	10
Level 2 Accreditation	Sports Specific Course	20
Level 2 Accreditation	Take Home Assignments	7 / Assignment
Level 3 Accreditation	Sports Specific Course	20
Level 3 Accreditation	Take Home Assignments	7 / Assignment
Course Presenting	Accreditation Course Module	3 / Module Presented
Trainer Coach	Apprentice Coaches standing in on your 'On-Ice' Lessons	1 / Hour
<b>SKATING RELATED ACTIVITIES</b>		
Meetings	Coaches Judges Rink Management Skate School APSA or State PSA AGM	1 / Hour
Attending or Presenting Seminar or Workshop	Technique / Discipline Specific Rules / Divisions / IJS Aussie Skate Choreography Biomechanics of Figure Skating Member or Child Protection Sports Psychology	1 / Hour
Coaches Conference	Many Subjects Covered	7 / Day
International Competitions	ISU Comps / Championships Etc	3 / Event
Technical Panel	TS / ATS	3 / Panel
Mentor Coach	Mentoring New Coaches	1 / Hour
Harness Assessing	Train and Assess a Coach on the Harness	1 / Hour
<b>NON - SKATING RELATED ACTIVITIES</b>		
First Aid Course	New or Refresher Course	7 / Day
Attending Classes	Dance / Pilates / Yoga Classes Gym Class or Personal Trainer Session	1 / Hour
Attending or Presenting Seminar or Workshop	Small Business or Tax Computer or IT Music or Music Editing Member or Child Protection Sports Psychology	1 / Hour
<b>EXTRA ACTIVITIES FOR LEVEL 0 COACHES ONLY</b>		
Aussie Skate Competition	Helping the Club Organisers Helping a Coach with the competitors.	1 / Hour
Apprentice Coaching Aussie Skate Classes Private Lessons	Standing in with an APSA listed Trainer Coach (40 Hours Level 1 Accreditation)	1 / Hour

## PART D - Update Activities Form

**AUSTRALIAN PROFESSIONAL SKATERS'  
ASSOCIATION Inc. (APSA)**



### UPDATE POINTS LOG SHEET

COACH NAME:					
DATE	COURSE / ACTIVITY	COURSE / ACTIVITY PRESENTER	LOCATION / VENUE	NUMBER OF HOURS	SIGNATURE

Update Points Log Sheets should be forwarded to the APSA Update Points Recorder

By Mail to: PO Box 4138, Macquarie Centre, NSW 2113

By Email to: [info@apsa.net.au](mailto:info@apsa.net.au)