



Gymnastics
Australia

UPDATING POLICY

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Policy Coverage:	Industry Training and Accreditation

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1. PURPOSE

It is essential that Gymnastics Australia (GA) accredited members maintain their competency through practice. This is commonly known as professional learning or professional development, but in this document defined as updating (UPD). The Updating Policy describes how GA Technical Members maintain and progress their competencies in order to maintain their accreditation.

GA updating requirements as described in this policy will provide flexibility in the type of activity undertaken, whilst ensuring that the activity is relevant to the member's accreditation/s.

This approach is adopted with the objectives of:

1. Maintaining the currency of member's skills and knowledge
2. Developing the abilities and experience of members over time through regular participation in activities that provide consolidation and extension
3. Maximising the retention of competent members
4. Developing and retaining records of all training and updating activities participated in by members
5. Upholding the respect for the coaching profession.

2. SCOPE

Gymnastics Australia's Updating Policy applies to all Technical Members including Judges and Coaches.

3. ROLES AND RESPONSIBILITIES

Gymnastics Australia will manage and maintain the membership database, sanction and assign points, provide workshops, training courses and events to enable members to achieve their updating requirements.

State and Territory Association Members will maintain the membership database, sanction and assign points, provide workshops, training courses and events.

Clubs can run workshops and events and seek sanction from their State or Territory Association Member.

Technical Members will participate in activities to gain updating points, and provide evidence of relevant professional development as required. It is the responsibility of the Technical Member to plan updating activities to ensure that sufficient points are gained for annual renewal of membership.

4. UPDATING FOR MEMBERS

In order to maintain or regain your Technical Membership as a Gymnastics Coach or Judge, you are required to show evidence that you have maintained or extended your competency. Updating can be achieved by completing approved updating activities that are relevant to the Gymsport and level of your accreditation.

Note: Judge Accreditations are generally valid for each Olympic cycle. Each new cycle, all judges who hold accreditations may be required to attend a new course in order to maintain or extend their judging competencies.

5. POINTS REQUIRED

In order to calculate the total number of updating points required annually, refer to your highest level of accreditation (Coach or Judge). Regardless of the number of accreditations you hold, the total number of updating points you are required to complete will be based on your highest level of accreditation as follows:

- **Beginner** – minimum of **3** updating points
- **Intermediate, Intermediate Bronze and Advanced** – minimum of **6** updating points
- **Advanced Silver** – minimum of **12** updating points
- **FIG/High Performance** (and higher) – minimum of **18** updating points

More detailed information on points can be seen in section 10.Updating Policy – Points and Limits.

For multiple accreditations, updating should reflect activity in each relevant Gymsport and role (coach &/or judge).

Judges and Coaches may accumulate more than the required number of updating points in any year, but **updating cannot be carried over or used to fulfill the updating requirements of future years.**

6. MAINTAINING YOUR UPDATING RECORDS

GA and the State and Territory Association Members record your sanctioned UPD activities on the national database. Prior to running a workshop or event, sanction should be sought from your State or Territory Association. This will ensure that participants updating points are recorded on the national database. Please note that it is likely to take one month for updating points to be added.

To claim updating points in activities not sanctioned by the State and Territory Association, such as a First Aid Course or University studies, please send evidence of attendance and successful course completion to the State/Territory Association for validation and for inclusion on your record.

7. UPDATING EVENTS – WHAT ACTIVITIES CAN I DO?

It is essential for you as a Gymnastics Australia Technical Member to ensure that the updating activities you participate in are directly relevant to the Gymsport(s) accreditations that you hold. Judges with a FIG accreditation must also maintain the requirements of Fédération Internationale de Gymnastique updating to be eligible for accreditation courses in the next cycle.

The FIG Judging UPD requirements are available on the FIG website under the 'Rules' section. Please note that Brevet level judges should regularly check with FIG on these requirements throughout the cycle.

8. WHAT HAPPENS IF I DO NOT UPDATE?

If your Technical Membership expires, you will be ineligible to:

- Participate in any Gymnastics Australia or State and Territory Association Member programs or events
- Access Gymnastics Australia's National Risk Protection Program (insurance)

9. WHAT IF I LET MY TECHNICAL MEMBERSHIP LAPSE BECAUSE I HAVE TAKEN A BREAK FROM COACHING AND/OR JUDGING?

It is well understood that from time to time you may wish to take a break from coaching or judging gymnastics. Gymnastics Australia encourages a return to either role and welcomes you to renew your Technical Membership at any time.

Prior to your return, you will be required to complete a number of updating points relevant to the accreditations you hold, before an application for renewal of Technical Membership can be processed. An alternative to gaining updating points is to be assessed against the requirements of the accreditation. Note that there may be a fee charged to cover the cost of this assessment.

Requirements after an absence from Technical Membership:

Accreditation Level	Missed one renewal	Missed two renewals	Missed three or more renewals
Beginner	3 Points or assessment	3 Points or assessment	Assessment required
Intermediate Intermediate Bronze Advanced	6 Points or assessment	6 Points or assessment	Assessment required
Advanced Silver	12 Points or assessment	12 Points or assessment	Assessment required
FIG/ High Performance and above	18 Points or assessment	18 Points or assessment	Assessment required

A missed renewal refers to Technical Membership. A Technical Member who completes updating requirements but does not renew Technical Membership is not considered to have missed one renewal. Two examples are provided:

Example 1 - Nick:

- Nick gained his Level 1 (Intermediate) coach accreditation in 2010.
- His Technical Membership renewal date is 1st January, 2010.
- Nick completed updating annually and renewed his membership on 1st January 2011 and 1st January 2012.
- During 2012 Nick did not complete updating and his membership expired on 1st January 2013. As of this date, Nick is no longer a Technical Member.
- As of January 2014, Nick has missed one renewal (2013 – 2014).
- In June 2014, Nick was appointed coach of his local club and has requested renewal of Technical Membership. As he missed one renewal he is required to gain six updating points or attend an assessment to be able to renew Technical Membership.

Example 2 – Kate:

- At the end of Term 2, 2012, Kate finished coaching at her local club. Kate's Technical Membership expired on 31st May 2012.
- Prior to her Technical Membership expiring, Kate had completed the required updating points for her Advanced Coach Accreditation.
- Kate would like to start coaching again in Term 3 (September) 2014 and would like to renew her Technical Membership.

- As Kate missed two renewals (2012-2013 and 2013-2014), she is required to gain 6 updating points or attend an assessment to be able to renew Technical Membership.

Note: An assessment of your coaching ability will be arranged by your State or Territory Association Member. A fee may be involved and the assessment will involve reviewing your competence against the accreditation level you are seeking to renew.

Updating requirements after an absence from judging:

Members who return from an absence within the same Olympic cycle are required to demonstrate appropriate relevant updating and/or may be required to attend a course to regain accreditation. It is recommended that a judge returning after an absence should re-enter officiating at one level below their previous accreditation level. Your State/Territory Association will discuss your options on a case by case basis.

10. UPDATING POLICY - POINTS & LIMITS

This table gives an overview of:

- the annual points required for updating for each level of coach/judge accreditation
- the maximum number of points that can be obtained from each category
- the different categories which you are able to gain updating points in.

An explanation of the different categories is provided in the following pages.

	ACCREDITATION LEVEL					
	Beginner	Intermediate	Intermediate Bronze	Advanced	Advanced Silver	High Performance (Gold) /FIG / Master
Annual points required	3	6	6	6	12	18

Updating Categories	Maximum number of points that can be allocated per category					
Workshop – GA/State	3	6	6	6	12	18
Workshop – Other	2	3	3	6	6	8
Training – face to Face Course for GA Coach/Judge Accreditation	3	6	6	6	12	18
Training – First Aid	2	4	4	4	4	4
Training – Other	2	4	4	4	8	12
Training – Presenting, Assessing and Supervising	1	2	2	4	4	6
Practical Coaching Assessment	3	6	6	6	12	18
Coaching at Competition	1	2	2	2	4	6
Coaching – Other	1	2	2	2	4	6
Judging at Competition	3	6	6	6	12	18
Judging – Other	1	2	2	2	4	6
Research, Publication, Resources	2	3	3	3	6	8
Volunteer	2	3	3	3	6	8
Other	1	2	2	2	4	6

10.1 Workshops – GA/State

Activity	Points (UPD Code)	Conditions
Gymnastics Australia Workshops	1 point per 1 hour 2 points – Zoom workshop 2 points – Ignite workshop (<i>Gymsport_WS</i>)	Sanctioned by Gymnastics Australia and recorded on the National Database.
State Association Workshops	1 point per 1 hour (<i>Gymsport_WS</i>)	Sanctioned by the State Association and recorded on the National Database.

10.2 Workshops – Other

Activity	Points (UPD Code)	Conditions
Club Workshop (delivered by GA accredited Presenter)	1 point per 1 hour (<i>Gymsport_WC</i>)	Sanctioned by the State Association and recorded on the National Database. Clubs must apply for sanction prior to the UPD activity. See www.gymnastics.org.au
Club Workshop	1 point per 2 hours	Sanctioned by the State Association and recorded on the National Database. Clubs must apply for sanction prior to the UPD activity. See www.gymnastics.org.au
State Association Worksheets	1 point per worksheet (<i>GENERIC_WS</i>)	All worksheets must be sanctioned by, and submitted to, the State Association and recorded on the National Database.
Seminars e.g. <ul style="list-style-type: none"> • Sports Medicine • ANSLA • Sport & Recreation • ACHPER 	2 points per seminar (<i>GENERIC</i>)	State Association to verify course content and sight certificate of attendance for UPD point allocation.

10.3 Training – Face to Face Course for GA Coach/Judge Accreditation

Activity	Points (pts) (UPD Code)	Conditions
Higher Level or different Gymsport GA Coaching/Judging Face to Face Course	Beginner – 3 pts Intermediate – 6 pts Intermediate Bronze – 6 pts Advanced – 6 pts Advanced Silver -12 pts High Performance / FIG – 18 pts (<i>Gymsport_CO</i>)	Sanctioned by the State Association/Gymnastics Australia and recorded on the National Database. Completing a face to face course at the same level or higher will satisfy annual updating requirements. UPD points will only be allocated once per course, or for judges who are required to re-accredit, once every 'Olympic' cycle.

10.4 Training – First Aid

Activity	Points (pts) (UPD Code)	Conditions
First Aid Courses <ul style="list-style-type: none"> • Perform CPR • Apply First Aid 	1 point – CPR 3 points – Apply First Aid (<i>GENERIC_CO</i>)	Verified by State Association/Gymnastics Australia by sighting the Statement of Attainment (including expiry date).

10.5 Training – Other

Activity	Points (pts) (UPD Code)	Conditions
GA Coaching / Judging Courses Completed components	1 point for: <ul style="list-style-type: none"> • Beginner online 2 points for: <ul style="list-style-type: none"> • Intermediate Pre-course Workbook (coach) • Intermediate Online Generic • Intermediate Online Gymsport 3 points for: <ul style="list-style-type: none"> • Advanced Online Gymsport Course 6 points for: <ul style="list-style-type: none"> • Advanced Online General Principles 	Sanctioned by the State Association/Gymnastics Australia and recorded on the National Database. Points can only be awarded once per course.
GA other courses	1 point per course <ul style="list-style-type: none"> • Supervisor course • MIG¹ • MRC¹ • Anti-match fixing (<i>Gymsport_CO</i>)	Sanctioned by the State Association/Gymnastics Australia and recorded on the National Database. ¹ This is compulsory for all coaches who completed a Level 1 course.
Other providers of Coach Education	1 point per 2 hours 1 point per course <ul style="list-style-type: none"> • Play by the Rules (ASC online training courses) (<i>GENERIC_CO</i>)	Endorsed by the State Association and recorded on the National Database.
Related Tertiary or VET Study/Qualification	3 points per subject* (<i>GENERIC_CO</i>)	Sanctioned by the State Association / Gymnastics Australia and recorded on the National Database. * Verify subject/course content & results to allocate UPD.

10.6 Training – Presenting, Assessing and Supervising

Activity	Points (pts) (UPD Code)	Conditions
Course / Workshop Presenting & Assessing	1 point per 2 hours (Gymsport_CO)	Sanctioned by the State Association/Gymnastics Australia and recorded on the National Database.
Mentoring Formal coach / judge mentoring program	Up to 6 points <ul style="list-style-type: none"> 3 points for mentor of Intermediate Coach in training for an Advanced Accreditation (Gymsport_CO)	Sanctioned by the State Association and recorded on the National Database. Evidence of a documented formal mentoring program/relationship such as mentoring an Intermediate Coach in training for the Advanced Coach Accreditation
Supervising Supervising Intermediate Pre-Course requirements	3 points – Supervising (Gymsport_CO)	Sanctioned by the State Association and recorded on the National Database. Points are assigned on receipt of a pre-course workbook. Note: Supervisor training is required to be a Supervisor.

10.7 Practical Coaching Assessment

Activity	Points (pts) (UPD Code)	Conditions
Assessment Face to face practical assessment of coaching practice in your gym environment by an accredited assessor against accreditation requirements	Beginner – 3 pts Intermediate – 6 pts Intermediate Bronze – 6 pts Advanced – 6 pts Advanced Silver -12 pts High Performance / FIG – 18 pts	Booked with and sanctioned by the State Association This is organised by the State Association and may not be available in every state.

10.8 Coaching at competition

Activity	Points (pts) (UPD Code)	Conditions
Coaching at competition International/National/State Competitions or Events including disability events	1 point per day per competition (Gymsport_EV)	Sanctioned by Gymnastics Australia (Int'l/Nat) /State Association (State) and recorded on the National Database. UPD points are allocated for 'event accredited' personnel. UPD points are allocated per session. UPD points are not allocated for athlete participation.

10.9 Coaching – other

Activity	Points (pts) (UPD Code)	Conditions
Coaching with same or higher level coach <ul style="list-style-type: none"> At events not covered under Coaching at Competition for example club competitions At the Club 	Club competition - 1 point per session At club - 1 point per 10 hours (Gymsport_CO)	Submitted in writing to State Association detailing coach name, date and time.
Promotional Events Participation (Gymnastic Australia/State Association) <ul style="list-style-type: none"> Expo's School Club Activity Days Come 'n' Try Displays 	1 point per session (Gymsport_EV)	Sanctioned by the Gymnastics Australia/State Association and recorded on the National Database.
Observations <ul style="list-style-type: none"> International/National/State Team Training High Performance Centre Training International experiences 	1 point per day (Gymsport_OB)	Sanctioned by State Association and recorded on the National Database. Verified by Head Coach, HPC or GA Event Manager. Coaches should seek UPD in HPC other than where employed. Note: Your UPD points are allocated per day. For example: one session in one day or three sessions in one day = 1 UPD point.

10.10 Judging at Competition

Activity	Points (pts) (UPD Code)	Conditions
Judging at competition International/National/State Competitions or Events including disability events	2 points per session per year (Gymsport_EV)	Sanctioned by Gymnastics Australia (Int'l/Nat) /State Association (State) and recorded on the National Database. UPD points are allocated for 'event accredited' personnel. UPD points are allocated per session. FIG Judges: Mandatory Requirement to show UPD activity within this category.

10.11 Judging – Other

Activity	Points (pts) (UPD Code)	Conditions
Judging with same or higher level judge At events not covered under Judging at Competition for example club competitions.	1 point per session (event) (Gymsport_CO)	Submitted in writing to State Association detailing coach name, date and time.
Promotional Events Participation (Gymnastic Australia/State Association) <ul style="list-style-type: none"> • Expo's • School Club Activity Days • Come 'n' Try • Displays 	1 point per session (Gymsport_EV)	Sanctioned by the Gymnastics Australia/State Association and recorded on the National Database.
Observations <ul style="list-style-type: none"> • International/National/State Team Training • High Performance Centre Training • International experiences 	1 point per day (Gymsport_OB)	Sanctioned by State Association and recorded on the National Database. Verified by National Technical Director, Judging Coordinator or GA Event Manager. FIG Judges: Mandatory Requirement to show UPD activity within this category Note: Your UPD points are allocated per day. For example: one session in one day or three sessions in one day = 1 UPD point.

10.12 Research, Publications, Resources

Activity	Points (pts) (UPD Code)	Conditions
Research and Publications <ul style="list-style-type: none"> Write an article for publication in State Bulletin or other resource Provide written report regarding current coaching practices Published or documented research 	1 point per article (GENERIC)	Sanctioned by the State Association and recorded on the National Database.
Education Resources Contribute to development of Gymsport training resources/programs	Points allocated by GA / State Associations based on the contribution. (GENERIC)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database.

10.13 Volunteer

Activity	Points (pts) (UPD Code)	Conditions
Volunteer <ul style="list-style-type: none"> Sport Management Committees 	3 points per position (GENERIC)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database The committee role must be relevant to the accreditation
Event support <ul style="list-style-type: none"> International/National/State Competitions or Events including disability events 	2 points per session (Gymsport_EV)	Sanctioned by Gymnastics Australia (Int'l/Nat) /State Association (State) and recorded on the National Database. UPD points are allocated for 'event accredited' personnel. UPD points are allocated per session.

10.14 Other

Activity	Points (UPD Code)	Conditions
Other relevant professional development Activities outside of the categories above may be relevant to maintaining competency in your coaching or judging accreditation.	Points allocated by GA / State Associations based on the activity. (GENERIC)	Activities should be submitted to your State Association. Note that you may be asked to demonstrate how they are relevant to your accreditation.