

2009 Technical Membership Handbook



Gymnastics
Australia

A MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

On behalf of Gymnastics Australia I would like to welcome you as a Technical Member for 2009. Technical Membership is offered to Gymnastic Coaches and Judges who have achieved defined competencies through Gymnastics Australia's accreditation courses.

In conjunction with your State Association Member, Gymnastics Australia aims to assist you in maintaining and further developing your skills for the betterment of yourself and the athletes with whom you work.

Gymnastics Australia has produced the 2009 Technical Member Handbook to assist in answering your questions regarding Technical Membership. It explains in detail the benefits and services on offer to all Technical Members.

As a Technical Member of Gymnastics Australia you are a highly valued and significant Member of the Australian Gymnastics community. Your support of programs and events at club, state, national and international level ensures that the quality of Australian Gymnastic activities continues to set the standard worldwide.

I welcome you to contact our Membership Services department via Membership@gymnastics.org.au or telephone (03) 9271 0500 (ext 1) should you require further explanation or clarification on any issue relating to your membership that may not be covered within this handbook.

Please note, that additional information relating to your insurance coverage can be accessed from our web site (www.gymnastics.org.au) whilst all other insurance enquiries should be directed to our broker – JLT Sport

Insurance Enquiries: 1300 130 373
Website: www.jltsport.com.au

It is with great pleasure that I welcome you as a Technical Member of our sport and trust that your year ahead is both successful and rewarding.

Sincerely

Jane Allen
Chief Executive Officer

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WHAT IS TECHNICAL MEMBERSHIP?

Technical Membership is a special category of Membership of Gymnastics Australia. It is offered to Coaches and Judges who have successfully completed and maintained the required competencies of the relevant Gymnastics Australia accreditation courses.

Gymnastics Australia, in conjunction with the State Association Members (Registered Training Provider partners), is responsible for conducting accreditation courses, processing applications and updating Technical Membership records.

Benefits of Technical Membership

As a valued member of Gymnastics Australia, all Technical Members are provided with opportunities for:

- **Information** - via regular circulars & the internet
- **Education** - access to courses, congresses and workshops
- **Protection** - in the form of a special insurance package (National Risk Protection Programme)
- **Participation** - in events at all levels of our sport
- **Communication** - with other members and organisations

Each year as part of the Technical Membership fee, benefits specific to your area of interest are sent to you from Gymnastics Australia. The table below outlines your 2009 Benefits:

Benefit	Recipient	When are they issued
Technical Membership Handbook	All Technical Members	Available from the GA website www.gymnastics.org.au
Member Benefits Pack: <ul style="list-style-type: none"> • GA Membership Card/Lanyard • 2009 Accreditation Certificate • Access to Member Advantage Benefits Program • GA Pen and Pencil Case 	All Technical Members	Upon your renewal being received and processed by the GA Office
Insurance Coverage: <ul style="list-style-type: none"> • Personal Accident • Public Liability including Professional Indemnity 	All Technical Members	Upon your renewal being received and processed by the GA Office
2009 Diary	All Technical Members	Diaries are sent in December of every year along with your application for renewal of Technical Membership
Accreditation Certificate	All Technical Members	Upon your application for accreditation being received by the GA office
Updating Log Book	All Technical Members	Upon your request from GA

Technical Members who supply their e-mail details to GA will also receive the GA Latest News direct to their personal e-mail accounts!

GAINING TECHNICAL MEMBERSHIP

How long do I have to complete the accreditation process?

Trainee coaches should aim to complete their post-course accreditation requirements within three (3) months of participating in a full course. Coaches who experience difficulty in meeting this requirement should seek an extension from their State Association Member in writing.

New Technical Membership may be applied for at any stage throughout the year, with members being entitled to receive all benefits.

When you forward your Technical Membership form to Gymnastics Australia, you must supply a copy of documentation that supports any post course extension. You must be at least 16 years of age before your Technical Membership can be accepted.

Technical Membership forms received more than three (3) months after the date of issue will incur additional updating requirements of three (3) points. It is imperative that trainee coaches become Technical Members as soon as possible to ensure the insurance will provide the appropriate cover. For more information refer to Gymnastics Australia's web site, www.gymnastics.org.au.

Technical Membership forms received by Gymnastics Australia more than 12 months following the date of issue will not be processed. These trainee coaches must re-sit course(s) and re-apply for accreditation within appropriate time frames.

A new coach who has participated in, and completed all post course requirements, in 2008 will not be required to complete any updating for renewal of Technical Membership in 2009. They will be required to complete updating prior to renewal in 2010, which includes completing certification in Managing the Risks of Coaching (MRC). Available at <http://mrc.gymnastics.org.au>.

HOW DO I RETAIN MY MEMBERSHIP?

Renewal of Membership

Technical Membership of Gymnastics Australia is based on the calendar year (January - December), with Gymnastics Australia (& your State Association Member) inviting you to renew each year. (**Please note:** There is no pro rata Technical Membership fee.)

All current Technical Members will receive a renewal form in the last quarter of the year, along with their forthcoming year's diary. Current Technical Members should aim to renew their Technical Membership prior to 31st December.

Insurance for Technical Members commences from the date of renewal. If you do not renew your Technical Membership prior to 31 December, you are at risk of being uninsured whilst coaching. Therefore, it is important to maintain a current Technical Membership to ensure the insurance will cover you.

Gymnastics Australia will not process any 2009 applications for Technical Membership after 31 October, 2009. Applications received after this date will be returned by Gymnastics Australia accompanied by a 2010 renewal form.

Technical Membership renewals received after 31 October 2008, for a 2009 renewal will receive benefits from the date they are received through until 31st December, 2009.

Gymnastics Australia adheres to an Updating Policy for all Technical Members; therefore it is essential for you to have completed your necessary updating points in order to be eligible for Technical Membership.

All Technical Members who take a break from the sport, or allow their membership to lapse, are welcome to renew their membership at any stage. It will however be necessary for members falling into this category to undertake some "special requirements and/or complete an accreditation course" prior to their application being processed.

All inquiries regarding change of name/address, or reports of lost membership cards, log books, etc., should be reported immediately to the GA Office. Contact details can be found from page 32 in this Handbook.

Updating for Members

In order to maintain or regain your Technical Membership as a Gymnastic Coach or Judge, you are required to show evidence that you have been involved in a constant process of re-education. This re-education is defined as Updating (UPD) and can be achieved by attending either approved accreditation courses or by attending a number of approved updating activities that are relevant to your Gymsport(s), level(s) and accreditation type(s).

Please note: This includes coaches working in high performance programs or high level coaches with many years experience.

Updating for Judges

Judges play an important role in the development of Gymnastics at all levels of our sport. In order to gain accreditation judges must demonstrate knowledge of appropriate judging requirements and the ability to accurately assess routines performed by athletes within competition conditions.

Judges' Accreditations are valid for each Olympic cycle. Each new cycle, all judges who hold accreditations must attend a new course in order to maintain or extend their judging competencies.

In order to maintain judging accreditation and to assist in the process of selecting competent judges for competition duties, judges are required to fulfil certain requirements relevant to their level of accreditation. Recommended updating generally involves a combination of:

- Observation of athletes in training
- Active judging at competitions
- Attendance at judging workshops
- Involvement in presentation of judging courses/workshops

Regular updating also serves to assist judges to progress to higher levels of judging accreditation.

A Simplified System for Everybody

In order to calculate the total number of updating points that you must complete per annum, you simply note that required for your highest level of accreditation (Coach, Judge or Coach/Judge). Members do not need to complete separate updating for both their coaching and judging accreditations.

Regardless of the number of accreditations you hold, the total number of updating points you will complete will be simply based on your highest level of accreditation.

Updating Requirements:

Level **1** you must complete a minimum of **6** updating points per annum

Level **2** you must complete a minimum of **12** updating points per annum

Level **3** you must complete a minimum of **18** updating points per annum

Level **4** (& higher) you must complete a minimum of **24** updating points per annum

The purpose of updating is to ensure members attend a minimum number of activities designed to maintain and extend present competencies. Updating activities should be diverse, with no single activity contributing more than 50% of updating points. For example, a Level 1 coach can only count on three updating points from events to contribute to their renewal, even if they attend multiple events throughout the year. Coaches may accumulate more than the required number of updating points in any year, but **updating points cannot be carried over or used to fulfil the updating requirements of future years.**

Updating Requirements for Multiple Accreditations

Gymnastics Australia encourages Members to expand their education by gaining accreditations across a variety of Gymsports, levels and accreditation types.

All Technical Members, regardless of the type or number of accreditations held, must ensure that the updating activities they complete are relevant to the Gymsports(s), level(s) and types of accreditations held.

With this in mind, it is essential for Members who hold multiple accreditations in different Gymsports to complete updating that is relevant to each Gymsport for which they hold an accreditation.

To assist coaches who hold multiple accreditations, Gymnastics Australia has developed a step by step process which highlights the updating points that need to be gained in order to retain accreditations.

Should coaches not wish to retain any one or more of their accreditations they may choose not to complete updating for this accreditation and have it become inactive for the following year.

Accreditations that are not maintained will expire.

In an effort to help coaches work out the updating points that need to be completed annually, the following (with examples) has been included for your assistance:

<p><u>Step 1: What accreditations do you hold?</u></p> <p>Write out a list of all accreditations held, starting from the highest level of accreditation.</p>	<p><i>Example 1:</i> G MAG 1 C SA ACRO 1 C SA ACRO 1 J</p>	<p><i>Example 2:</i> G WAG 2 C G KGYM 1 C G RG 1 C G WAG 3 J</p>	<p><i>Example 3:</i> G MAG 3 C G WAG 1 C T TRP 1 C G MAG F2 J G KGYM 1 C</p>
<p><u>Step 2: Calculating your minimum total Updating Points required</u></p> <p>Minimum total updating points are calculated based on the highest level of accreditation you hold. If your highest level of accreditation is:</p> <p>Level 1 you must complete a minimum of 6 updating points per annum</p> <p>Level 2 you must complete a minimum of 12 updating points per annum</p> <p>Level 3 you must complete a minimum of 18 updating points per annum</p> <p>Level 4 (and higher) you must complete a minimum of 24 updating points per annum</p>	<p><i>Example 1:</i> G MAG 1 C SA ACRO 1 C SA ACRO 1 J</p> <p>----- TOTAL - (6 points) -----</p>	<p><i>Example 2:</i> G WAG 2 C G KGYM 1 C G RG 1 C G WAG 3 J</p> <p>----- TOTAL - (18 points) -----</p>	<p><i>Example 3:</i> G MAG 3 C G WAG 1 C T TRP 1 C G MAG F2 J G KGYM 1 C</p> <p>----- TOTAL - (24 points) -----</p>
<p><u>Step 3: Apply Updating Points to your Accreditations:</u></p> <p>You must now apply Updating Points to all your accreditations.</p>	<p><i>Example 1:</i> MRC – 3 points Coach state champs 2 points Judge workshop 1 point</p> <p><i>Total required = 6 pts</i></p>	<p><i>Example 2:</i> MRC – 3 points First Aid – 3 points Congress – 6 points Judge Nationals – 6 points</p> <p><i>Total required = 18 pts</i></p>	<p><i>Example 3:</i> MRC – 3 points First Aid – 3 points Congress – 6 points</p> <p><i>Total Required = 18 pts</i> <i>Note:</i> <i>Requires 6 points of UPD!</i></p>

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), level(s) and type(s) of accreditation you hold.

With this in mind, you are asked to ensure that the activities you attend will enhance your coaching and/or judging competencies and assist in the development of better coaching and/or judging practices.

A common sense approach will be applied when verifying that appropriate updating has been completed. Coaches should ensure that updating is specific to coaching. Judges' updating should reflect officiating duties.

For coaches, updating that is specific to each coaching accreditation held must be attended. For judges, updating that is specific to each judging accreditation held must be completed. Judges with a FIG accreditation must also maintain the requirements of Federation of International Gymnastics updating to be eligible for accreditation courses in the next cycle.

Gymnastics Australia has a National Updating Policy that provides guidance for what is relevant updating, how many points can be allocated to these activities and the terms and conditions for update sanctioning. The FIG Judging UPD requirements are also listed within this Policy. Please note that the FIG UPD requirements are a guide and Brevet level judges should regularly check with FIG on these requirements throughout the cycle. Please see page 13.

Updating events are organised and conducted by a number of organisations around Australia, which include: Gymnastics Australia, State Association Members, Regional Associations, State Coaching Centres, State Institutes of Sport, Departments of Sport, TAFE Colleges and Universities.

Education Congresses

Each year some State Association Members conduct Education Congresses which are a multiple day education events involving many presentations and workshops. They are a great way to gain updating because of the wide choice of sessions available. Updating at State congresses will either count for updating for renewal points or owed points. Not both.

Club-Based Updating

Gymnastic Clubs are also able to offer their own "in-house" updating events. The aim is for Clubs to adopt a culture of developing and maintaining their own Technical Members.

Those clubs who wish to run their own updating events must make contact with their State Association prior to the event, to ensure that the correct process is undertaken and updating approval/sanction is granted. Application forms are available from the GA web site.

The National Updating Policy details how many points can be gained by this activity

First Aid Certification

All coaches who hold a Level 1 Kindergym or any Level 2 or 3 coaching accreditation are required to gain and maintain a First Aid qualification. It is highly recommended that all coaches obtain a First Aid qualification.

The First Aid Course for Kindergym Coaches should attend a course that covers HLTF201A ('Provide basic emergency life support') competencies and Level 2 and 3 coaches should attend a course that covers HLTF301B ('Apply first aid') competencies.

First Aid Courses will only count towards a maximum of 3 points for Level 1 Members and 6 points for Level 2 and above.

Courses are conducted by a number of organisations around Australia. Further contact details can be found on page 36 of this Handbook.

Other Opportunities for Members

- Attending State Workshops
- State Correspondence Worksheets
- Observing National/State Team/Squad training
- State Promotional Events
- National/State Events as co-opted staff, coaches or judges
- Judges Course
- Supervising a Level 1/2 candidate's post course requirements
- Coaches may also receive updating points by presenting at approved Coaching Courses or Workshops. For more information on receiving updating points via this method, please contact your State Association.

Updating by Correspondence

Gymnastics Australia understands the difficulties that exist for some Members to gain access to Updating activities. With this in mind GA, in conjunction with State Association Members, may approve Updating which is carried out by correspondence. Updating by correspondence may involve the hiring of videos, or the completion of coaching course units, or agreed assignments. Most 'updating by correspondence' activities will require the coach/judge to complete worksheets and submit these for assessment by the State Association. Refer to the National Updating Policy on page 13.

The National Sports Information Centre (NSIC) and State Coaching Centres also hold a number of videos that can be used for the purpose of updating. Contact details can be found on page 32 of this handbook. Most organisations, as well as State Association Members, will charge a small fee for the borrowing of videos, predominantly to insure that the video resources are returned.

If you feel you are likely to experience difficulties meeting your updating requirements, you are asked to contact your State Association in the first instance, to discuss the option of "Updating by Correspondence".

Achieving the next Level of Accreditation

The purpose of updating is to maintain and improve your coaching and/or judging competencies.

With this in mind you are also encouraged to attend new coaching courses either at the same level of accreditation or higher. The successful completion of any of GA's approved coaching courses will also gain updating points.

When you complete an accreditation course successfully your State Association sends you a 'Technical Membership - New Accreditation' form with your new accreditation listed. You are required to complete the form, and return this to Gymnastics Australia to have this accreditation added to your Membership. GA will then send you an updated accreditation certificate.

If a three month, or longer, period expires between the course participant being issued the 'Accreditation Congratulations Letter' and submitting the application for Technical Membership, updating will be required. Should this period be longer than 12 months the participant must re-sit the course.

Common questions:

Q.1. Do you have to be a specific age for each accreditation level?

A.1. The only age requirement applicable to the accreditation system is that you must be 16 years of age for Technical Membership.

What happens if I do not update?

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

- Register with your State Association or GA, as a Technical Member
- Hold NCAS/NOAS (coaching/judging) accreditations
- Participate in any GA or State Association programs or events
- Access GA's National Risk Protection Programme (insurance)

Technical Members, who do not update annually, find it difficult to 'catch up'. If you are in a 'catch up situation' in the first instance look to completing a First Aid Course.

What if I take a break from Coaching?

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

Prior to your return to coaching, you will be required to complete a number of updating points, relative to the duration of your absence from coaching and the accreditations held, **before** an application for renewal of Technical Membership can be processed.

Please contact Gymnastics Australia to ascertain an appropriate re-accreditation process.

Updating Requirements after an absence from Coaching:

Coaching Accreditation Level	One year's absence	Two years' absence	Three (plus) years' absence
Level 1	6 Points	12 Points	Contact GA
Level 2	12 Points	24 Points	Contact GA
Level 3	18 Points	36 Points	Contact GA

Please note: All coaches who hold multiple accreditations and take a break from gymnastic coaching must complete 50% of their updating hours (as listed above) in their main area of coaching and all other hours must be spread evenly amongst the other accreditations held.

Please send into Gymnastics Australia any certificates etc that will verify updating experiences with your application for Technical Membership.

Maintaining your Updating Records

When GA's current accreditation system was implemented, all Members received an updating log book, which was used to keep a record of all Updating activities they completed.

In 2003 we introduced a more coordinated method of tracking coaches UPD activity. As we develop this system we have become less dependant on Log Books to verify UPD activity. GA and State Association Members are now recording your 'sanctioned' UPD activity on the national database. To assist us in this process you should ensure that you seek sanction PRIOR to attending UPD activity from your State Association.

If you are completing updating that is not being recorded by your State Association or GA on the national database it is your responsibility to have your log book signed by the coordinator of these Updating Activities. This log book will need to be submitted with your Technical Membership renewal form to GA, as verification of updating hours you have completed annually.

If Gymnastics Australia has your log book for the renewal period and you participate in an Updating activity, simply have the course presenter sign your confirmation letter/participation invitation etc and add to your log book on its return.

Points or Hours - What's the Difference?

There is no real difference between the two terms. Most gymnastic specific updating workshops will award coaches one point for every hour attended. In example: A four-hour Bar Skills Workshop will count for 4 hours of updating. The National Updating Policy gives you a guide as to the number of points that are allocated against a particular activity.

Please note: It is essential that if you are attending updating activities that are not being conducted by the Gymnastics Australia, the State Association or the Club, in a gymnastic environment, that you contact your State Association for verification of the number of points that can be gained by attending this activity.

Updating Policy Points and Limits

Activity	Points (UPD Code)	Conditions
Workshops		
Gymnastics Australia Workshops: <ul style="list-style-type: none"> • Workshops (Technical/Club 10) • Clinics • Forums 	1 point per hour <i>(Gymsport_WS)</i>	Sanctioned by Gymnastics Australia and recorded on the National Database.
State Association Workshops: <ul style="list-style-type: none"> • Congress • Clinics • Club 10 • Technical Information Days 	1 point per hour <i>(Gymsport_WS)</i>	Sanctioned by the State Association and recorded on the National Database.
Club Workshop: <ul style="list-style-type: none"> • Planning • Risk Management • Sport Specific Training • Mentoring • Officiating Practice • Video: <ul style="list-style-type: none"> ○ Coaching Analysis ○ Officiating Analysis 	1 point per hour Level 1 & 2: Maximum 50% allocated Level 3+: Maximum 6 pts allocated <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
“Managing the Risks of Coaching” On-line education course	3 points Maximum 3 pts <i>(GENERIC_WS)</i>	Sanctioned by Gymnastics Australia and recorded on the National Database. Requirement for all Members to complete for their subsequent Membership renewal.
State Association Worksheets: <ul style="list-style-type: none"> • Club Observations • Skill Analysis • Video Analysis 	1 – 3 pts per w’sheet Coaches: Maximum 3 pts allocated <i>(GENERIC_WS)</i>	All worksheets must be submitted to, and sanctioned by, the State Association and recorded on the National Database.

Activity	Points (UPD Code)	Conditions
Courses		
Accredited Coaching Courses: <ul style="list-style-type: none"> • State • National 	1 point per hour Maximum 50% pts allocated (<i>Gymsport_CO</i>)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database. UPD points will only be allocated per course once.
Accredited Judging Courses: <ul style="list-style-type: none"> • State • National 	1 point per hour Maximum 50% pts allocated (<i>Gymsport_CO</i>)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database. NOTE: All Judges MUST re-accredit every 'Olympic cycle'.
Course Presenting: <ul style="list-style-type: none"> • Accredited Judging Course • Accredited Coaching Course • State/National Workshop, Congress 	1 point per hour Maximum 80% pts allocated (<i>Gymsport_CO</i>)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database.
Other providers of Coach Education: <ul style="list-style-type: none"> • ASC <ul style="list-style-type: none"> ○ Beginner Coaching General Principles ○ Community Coach Training Program ○ Disability Education Program 	3 points per course Maximum 50% pts allocated (<i>GENERIC_CO</i>)	Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database.
Tertiary studies: <i>Examples include...</i> <ul style="list-style-type: none"> • Human Movement • Physiotherapy • Massage • Law • Risk Management • Administration • Certificate I,II,III,IV,V Courses 	Maximum 50% pts allocated (<i>GENERIC_CO</i>)	Sanctioned by the State Association / Gymnastics Australia and recorded on the National Database. Verify course content/results to allocate appropriate UPD.
First Aid Courses: <ul style="list-style-type: none"> • Senior • Basic • CPR 	3 – 6 points Level 1: Max 3 pts allocated Level 2+: Max 6 pts allocated (<i>GENERIC_CO</i>)	Verified by Certificate of Attainment (include expiry date) for UPD point allocation. Note: Kindergym & Level 2 Coaches must maintain First Aid certification.
Mentoring: <ul style="list-style-type: none"> • Supervising Level 1 Post Course requirements • Scholarship coaches and judges • Lower level accredited judges 	3 – 6 pts Level 1: Max 3 pts allocated Level 2+: Max 6 pts allocated (<i>Gymsport_CO</i>)	Sanctioned by the State Association / Gymnastics Australia and recorded on the National Database. Level One Coaches may only gain UPD points for this activity, if they have completed 'supervisor' training.

Activity	Points (UPD Code)	Conditions
Events		
International/National/State Competitions or Events: <ul style="list-style-type: none"> • Coaching: <ul style="list-style-type: none"> ○ Team Coach ○ Assistant Coach • Officiating: <ul style="list-style-type: none"> ○ Judging ○ Technical Assistant • Event Management: <ul style="list-style-type: none"> ○ Floor Manager ○ Equipment ○ Music 	<p>Up to 12 points per event or competition</p> <p>Coaches: Maximum 50% pts allocated</p> <p>Judges: Maximum 80% pts allocated</p> <p><i>(Gymsport_EV)</i></p>	<p>Sanctioned by Gymnastics Australia (Int'l/Nat) / State Association (State) and recorded on the National Database.</p> <p>UPD points will not be allocated for athlete participation.</p> <p>UPD points are allocated for 'event accredited' personnel.</p> <p>UPD points are allocated per event and not per activity within the event.</p> <p>GA reserves the right to cap UPD points.</p> <p>FIG Judges: Mandatory Requirement to show UPD activity within this category. See Appendix A</p>
Regional/Invitational Competitions or Event: <ul style="list-style-type: none"> • Officiating <ul style="list-style-type: none"> ○ Judging ○ Technical Assistant • Event Management: <ul style="list-style-type: none"> ○ Floor Manager ○ Equipment ○ Music 	<p>Up to 12 points per event or competition</p> <p>Coaches: Maximum 50% pts allocated</p> <p>Judges: Maximum 80% pts allocated</p> <p><i>(Gymsport_EV)</i></p>	<p>Sanctioned by State Association and recorded on the National Database.</p> <p>UPD points will not be allocated for athlete participation.</p> <p>UPD points are allocated for 'event accredited' personnel.</p> <p>UPD points are allocated per event and not per activity within the event.</p>
Disability International/ National/State Competitions or Events: <ul style="list-style-type: none"> • Coaching • Judging • Event Management 	<p>Up to 12 points per event or competition</p> <p>Coaches: Maximum 50% pts allocated</p> <p>Judges: Maximum 80% pts allocated</p> <p><i>(GENERIC_EV)</i></p>	<p>Sanctioned by National Disability Sporting Organisations (i.e. Special Olympics) & advised to Gymnastics Australia for recording on the National Database.</p>
Gymnastic Australia/ State Association Promotional Events Participation: <ul style="list-style-type: none"> • Expo's • School Club Activity Days • Come 'n' Try • Displays 	<p>1 point per hour</p> <p>Maximum 50% pts allocated</p> <p><i>(Gymsport_EV)</i></p>	<p>Sanctioned by the Gymnastics Australia / State Association and recorded on the National Database.</p>

Activity	Points (UPD Code)	Conditions
Other		
<p>Observations:</p> <ul style="list-style-type: none"> International/National/State Team Training High Performance Centre Training* International experiences <p><i>Note:</i> Your UPD points are allocated daily! For example: 1 session, in one day = 2 UPD points for the session OR 3 sessions in one day = 2 UPD points, for the sessions</p>	<p>2 points per day</p> <p>Maximum 50% pts allocated</p> <p>(Gymsport_OB)</p>	<p>Sanctioned by State Association and recorded on the National Database. Verified by Head Coach/Judge HPC/GA Event Manager and recorded where possible on the national database. Clubs on behalf of coaches can apply to State Association Members for the 'observations' to be sanctioned. Good Practice: Coaches should seek UPD in HPC other than where employed.</p> <p>FIG Judges: Mandatory Requirement to show UPD activity within this category</p>
<p>Observations:</p> <ul style="list-style-type: none"> International Training <p><i>Note:</i> Your UPD points are allocated for observing Senior or Junior International Gymnasts in training at key events (i.e. AYOF, Canberra Cup)</p>	<p>1 point per hour</p> <p>Judges: Maximum 50% pts allocated</p> <p>(Gymsport_OB)</p>	<p>Recorded on the National database. Verified by National: Technical Director or Judging Coordinator Coach; GA Event Manager and recorded where possible on the National Database. FIG Judges: Mandatory Requirement to show UPD activity within this category</p>
<p>Promotions and Publications:</p> <ul style="list-style-type: none"> Write an article for publication in State Bulletin or other resource Provide written report regarding current coaching practices 	<p>1 point per article</p> <p>Maximum 3 pts allocated</p> <p>(GENERIC)</p>	<p>Sanctioned by the State Association and recorded on the National Database.</p>
<p>Seminars*</p> <p><i>Examples include...</i></p> <ul style="list-style-type: none"> Sports Medicine ANSLA Sport & Recreation ACHPER <p>* Recognised Registered Training Providers (RTP) only</p>	<p>2 points per seminar</p> <p>(GENERIC)</p>	<p>Verified by certificate of attainment for UPD point allocation.</p>
<p>Education Resources:</p> <ul style="list-style-type: none"> Contribute to development of Gymsport resources/programs Development of Gymsport Workshops/Clinics Development of Gymsport correspondence UPD worksheets 	<p>Maximum 50% pts allocated</p> <p>(GENERIC)</p>	<p>Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database.</p>
<p>Volunteer:</p> <ul style="list-style-type: none"> Sport Management Committees 	<p>Maximum 50% pts allocated</p> <p>(GENERIC)</p>	<p>Sanctioned by the State Association/ Gymnastics Australia and recorded on the National Database</p>

FIG Requirements

FIG Levels	NATIONAL COMPETITION	INTERNATIONAL COMPETITIONS	FIG INTERNATIONAL COMPETITIONS	FIG (Official) INTERNATIONAL COMPETITIONS	FIG COURSES
Within the cycle					
Maintain FIG 1 or gain F1:					
MAG			3	1	1
WAG			3	1	1
TRP			3	1	1
AER			4	2	2
ACRO		3	1		1
RG				FIG Pool	1
Maintain FIG 2 or gain F2:					
MAG			4		1
WAG			3	1	1
TRP			4		1
AER			3		1
ACRO		4			1
RG			5	1 Continental Championship Exec Judge at World Cup Qualifier	1
Maintain FIG 3 or gain F3:					
MAG			2		1
WAG			2		1
TRP			2		1
AER			2		1
ACRO		2			1
RG			2		1
Maintain FIG 4 or gain F4:					
MAG					1
WAG					1
TRP					1
AER					1
ACRO					1
RG					

*RTP = Registered Training Provider

Note: No half points are allocated

CLUB UPDATING:

The State Association must sanction all updating activities facilitated by Clubs. Up to half of your total updating points may be accrued via the following means:

- **OPEN Updating Workshops:** The club hosts Updating activities that are 'open' to all members of the gymnastics community. These updating activities are advertised in the State Bulletins
- **CLOSED Updating Workshops:** The Club hosts updating activities that are for host Club members only.

All forms for State sanctioning are available from www.gymnastics.org.au

Judging Requirements

All judging accreditations are recognised by the peak government body for sport in Australia, the Australian Sports Commission (**ASC**), as a qualification of the National Officiating Accreditation Scheme (**NOAS**). The accreditations are awarded to judges who demonstrate specified competencies under a competency-based training framework (**CBT**). The accreditation clearly identifies what duties and at what levels and events an accredited judge can officiate. Please refer to the table below.

Judging accreditations are different to coaching accreditations. Once a Coach gains an accreditation, this is maintained yearly by undertaking updating activities to maintain competencies. Most Gymsport judging accreditations are consistent with the Olympic cycle and consequently are only valid for that four year cycle. In the training process judges learn the rules, and how to apply these rules, to events within the Olympic cycle. In addition, like Coaches, all Judges must complete updating each year in order to maintain their level of accreditation for the duration of the Olympic cycle. The next Olympic cycle is 2009-12.

Please note: At the end of the Olympic cycle, some Gymsports elect to extend the judges accreditation by one year. This allows time for our highest accredited judges to be trained on the rules of the new cycle internationally and for the Australian judges' courses to be re developed with the new rules and re-accredited with the ASC.

Your Technical Membership form will record the accreditation expiry date. At the end of the Olympic cycle, most judging accreditations 'drop off' the Technical Membership form, i.e. do not appear on the form for renewal. This is an indication that you need to complete a judge's course on the new Olympic cycle rules. It is most IMPORTANT that the training you undertake for your accreditation for the next Olympic cycle is a sanctioned course and not just a Workshop. Workshops can assist you with preparing for the course but will NOT be given credit as the formal training course.

Participants who successfully pass the accreditation assessment and are new Members to GA will receive an invitation to become a Technical Member. The Technical Membership form should be submitted to GA within three months of completing the Course or additional training will be required. Once the application for Technical Membership is processed, the new Member will have the accreditation recorded on the database and receive a New Member Benefit Pack and Certificate to verify the new accreditation. Participants who are already a Member will have their accreditation updated on the national database and receive a Certificate to verify the new accreditation.

The National Updating Policy defines the updating requirements of each level of accreditation. The NUP includes the requirements for all International Federation of Gymnastics (**FIG**) judges. The NUP encourages judges to be actively officiating to maintain their judging competencies along with a range of other activities.

Judging accreditations, as for Coaching, are valid providing the judge is a current Technical Member. From time-to-time GA may advise that mandatory training is to be undertaken as part of the yearly updating requirement to maintain a Judging or Coaching accreditation. This is usually very specific training that is deemed to be in the best interest for the whole sport (i.e. Managing the Risks of Coaching* or Managing Inclusion in Gymnastics)

There are no other additional compliance regulations that should apply to your accreditation.

Frequently Asked Questions:

Q.1. Do you have to have a specified number of years experience before articulating to the next accreditation level?

A.1. No. It is recommended that you gain reasonable experience officiating at the level of your accreditation. However, as the accreditation has been gained within a CBT framework and the annual UPD Policy maintains and extends the accreditation competencies, this is not an enforced requirement.

* Although this training is titled for Coaches it is also appropriate for Judges.

Please note: In 2009 GA will begin to introduce a **new** NCAS and NOAS. The new education framework will be known as G-Educate. More information on G-Educate will become available throughout 2009.

What does this mean for you?

Over the next Olympic cycle, Judges will undertake training on the new rules. The accreditations will have a new name and be aligned to new competencies.

The new training will initially focus on the rules of the sport and your accreditation period will be extended to the end of the Olympic cycle, retaining the current code in the national database. As G-Educate rolls out, additional units of work will be required by each Judge to complete for their accreditation. These units will be completed via the Updating process. Once all of the G-Educate Units are complete for the accreditation level, a new G-Educate code will appear on your Technical Membership form, replacing the current coding system.

The G-Educate Judging accreditations will be issued on an annual basis, pending the completion of any relevant G-Educate Units required for updating. When all the relevant Units are completed, then the expiry period will be extended to the end of the Olympic cycle.

Therefore, for a period we will have two concurrent training systems in place. Some Gymsports will be conducting training in 2009 on the old and new system. Any training undertaken in 2009 on the 2004-2008 rules (most recent Olympic cycle) will have an accreditation expiry date of 2009. Some Gymsports have opted to discontinue training on the old cycle, preferring to wait for the new training resources. These decisions are impacted by the timing of National Championships and inter-continental judges' courses and the pool of available judges for State and National events.

Updating requirements for Coaches and Judges:

3 points	6 points	12 points	18 points	24 points	24 points and FIG UPD requirements
Delayed accreditation*	Level 1/1A/1B	Level 2/2A/2B	Level 3/3A/3B	National	FIG
	Beginner	Intermediate	Advanced		High Performance
		Intermediate Bronze	Advanced Silver		High Performance Gold
			Merit		Master

* If a three month or more period expires (beyond 12 months and the participant must re-sit the course) between the course participant being issued the Accreditation Congratulations Letter and submitting the application for Technical Membership, updating is required.

Accreditation Competencies and Expiry dates

Please Note: The G-Educate codes are subject to change upon confirmation of FIG coding.

Olympic Cycle 2004-2008				or	Olympic Cycle 2009-2012				
MAG	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation	Expiry Dates*
	Level 1: <i>GMAG1J</i>	Level 1-2 Compulsories	2009				Orientation: <i>TBA G-Educate code</i>	TBA	2009 2010 2011 2012
	Level 2: <i>GMAG1J</i>	Level 1-6 Compulsories					Beginner: <i>MGBJ</i>	Judging Role: Execution Judge: Levels 1 - 2	
	Level 3B: <i>GMAG3BJ</i>	Level 1-8 Compulsories Level 7-9 Optionals (B Jury)					Intermediate: <i>MGIJ</i>	Judging Role: Execution Judge: Levels 3 – 6 Judging Role: Difficulty Judge: Levels 1-2	
	Level 3A: <i>GMAG3AJ</i>	Level 7-9 Optionals (A Jury)					Intermediate Bronze: <i>MGIBJ</i>	Judging Role: Difficulty Judge: Levels 3 - 6	
	National: <i>GMAGNAJ</i>	Level 10 & Senior International (Optionals)					Advanced: <i>MGAJ</i>	Judging Role: Execution Judge: Levels 7 – 9 Judging Role: Difficulty Judge: Levels 7- 8 Compulsory	
	FIG: <i>GMAGF1J</i> <i>GMAGF2J</i> <i>GMAGF3J</i> <i>GMAGF4J</i>	As above + International Events	N/A	National: <i>GMAGNAJ</i>	2012		Advanced Silver: <i>MGASJ</i>	Judging Role: Execution Judge: Level 10 & Senior Judging Role: Difficulty Judge: Levels 7- 9 Optionals	
				FIG: <i>GMAGF1J</i> <i>GMAGF2J</i> <i>GMAGF3J</i> <i>GMAGF4J</i>	2012		High Performance: <i>MGHPJ</i> High Performance Gold: <i>MGHPGJ</i> Master: <i>MGM1J</i>	MGFIG1J MGFIG2J MGFIG3J MGFIG4J	Judging Role: As above + International Events

Olympic Cycle 2004-2008

or

Olympic Cycle 2009-2012

WAG	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation	Expiry Dates*
	Level 1: <i>GWAG1J</i>	Levels 1-3 B-Panel	2009				Orientation: <i>TBA G-Educate code</i>	TBA	2009 2010 2011 2012
	Level 2: <i>GWAG2J</i>	Level 1-3 A-/B-Panel in State Level 1-6 B-Panel in State/Nat. Clubs					Beginner: <i>WGBJ</i>	Judging Role: Execution Judge: Levels 1 - 3	
	Level 3: <i>GWAG3J</i>	Level 1-10 B-Panel in State/Nat. Clubs Level 1-6 A-/B- Panel					Intermediate: <i>WGIJ</i>	Judging Role: Execution Judge: Levels 4 – 6 Judging Role: Difficulty Judge: Levels 1-3	
	National Level 2: <i>GWAGN2J</i>	Level 1-10 A-/B-Panel in State Level 4 -10 A-/B-Panel at Nat. Clubs Level 7-10 B-Panel at National					Intermediate Bronze: <i>WGI BJ</i>	Judging Role: Difficulty Judge: Levels 4 - 6	
	National Level 1: <i>GWAGN1J</i>	Level 1-10 A-Panel in State Level 4 - 10 A-Panel at National Clubs Level 7 -10 A-Panel at National					Advanced: <i>WGAJ</i>	Judging Role: Execution Judge: Levels 7 – 10 Judging Role: Difficulty Judge: Levels 7- 10	
	National Sub – Junior: <i>GWAGNSJ</i>	Level 1-3 A-/B-Panel within the State Int'l Level 6/8 A-Panel in State Int'l Level 6/8 B- Panel at National					Advanced Silver: <i>W GASJ</i>	Judging Role: Execution & Difficulty Judge: International Development Program Level 3A Level 5 Level 6 Level 8	
	FIG: <i>GWAGF1J</i> <i>GWAGF2J</i> <i>GWAGF3J</i> <i>GWAGF4J</i>	As above + International Events	N/A	FIG: <i>GWAGF1J</i> <i>GWAGF2J</i> <i>GWAGF3J</i> <i>GWAGF4J</i>	2012		High Performanc e: <i>WGHPJ</i> High Performanc e Gold: <i>WGHPGJ</i> Master: <i>WGM1J</i>	WGFIG1J WGFIG2J WGFIG3J WGFIG4J	Judging Role: Execution Judge: & Difficulty Judge: International Development Program Level 10 Juniors Seniors FIG

RG	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation	Expiry Dates*	
	Level 1A: <i>GRG1AJ</i>	National Levels Program (Level 1-9) - Execution Category (Level 1-2) - Execution	2009					Orientation: <i>TBA G-Educate code</i>	TBA	2009 2010 2011 2012
	Level 1B: <i>GRG1BJ</i>	National Levels Program (Level 1-6) - Difficulty National Levels Program (Level 1-3) - Artistry Categories (Level 1-3) - Difficulty Categories (Level 1-2) - Artistry						Beginner: <i>RGBJ</i>	Judging Role: Execution Judge: Levels 1 - 6	
	Level 2A: <i>GRG2AJ</i>	National Levels Program (Level 1-9) - Difficulty National Levels Program (Level 1-6) - Artistry National Levels Program (Level 1-10) - Execution Categories (Level 3-4) - Difficulty						Intermediate: <i>RGIJ</i>	Judging Role: Execution Judge: Levels 7- 9 Judging Role: Difficulty Judge: Levels 1-3 Judging Role: Artistry Judge: Levels 1-3	
	Level 2B: <i>GRG2BJ</i>	National Levels Program (Level 1-10) - Difficulty/Artistry/Execution Categories (Level 1-4) - Difficulty/Artistry/Execution International Stream - Execution						Intermediate Bronze: <i>RGBJ</i>	Judging Role: Difficulty Judge: Levels 4-6 Judging Role: Artistry Judge: Levels 4-6	
	Level 3; <i>GRG3J</i>	National Levels Program (Level 1-10) - Difficulty/Artistry/Execution Categories (Level 1-4) - Difficulty/Artistry/Execution International Stream - Difficulty/Artistry/Execution						Advanced: <i>RGAJ</i>	Judging Role: Execution Judge: Levels 10 Judging Role: Execution International Development Program: Stage 1 Stage 2 Level 7 Junior Level 8 Senior Junior Senior Judging Role: Difficulty Judge: Levels 7-9 Judging Role: Artistry Judge: Levels 7-9	
								Advanced Silver: <i>RGASJ</i>	Judging Role: Difficulty Judge: Level 10 Judging Role: Difficulty & Artistry International Development Program: Stage 1	

								Stage 2 Level 7 Junior Level 8 Junior Junior Senior Judging Role: Artistry Judge: Level 10
FIG: <i>GRGF1J</i> <i>GRGF2J</i> <i>GRGF3J</i> <i>GRGF4J</i>	As above + International Events	N/A	FIG: <i>GRGF1J</i> <i>GRGF2J</i> <i>GRGF3J</i> <i>GRGF4J</i>	2012	High Performance: <i>RGHPJ</i> High Performance Gold: <i>RGHPGJ</i> Master: <i>RGM1J</i>	RGFIG1J RGFIG2J RGFIG3J RGFIG4J	Judging Role: As above + FIG/International Events	

TRP	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation. TRP/DMT combined accreditation TUM separate accreditation (at all levels)		Expiry Dates*
	Level 1: TTRAMP1J TDMT1J TTUM1J	Level 1-3 All Disciplines (TRP/DMT/TUM)	2009					Orientation: TBA G-Educate code	TBA	2009 2010 2011 2012
	Level 2: TTRAMP2J TDMT2J TTUM2J	Level 1-8 May accredit by discipline (i.e. TRP/DMT/TUM)						Beginner: TRA12BJ TRA3BJ	Judging Role: Execution Judge: Levels 1 - 3	
	Level 3: TTRAMP3J TDMT3J TTUM3J	Level 1-10 May accredit by discipline (i.e. TRP/DMT/TUM)						Intermediate: TRA12IJ TRA3IJ	Judging Role: Execution Judge: Levels 4 – 6 Judging Role: Difficulty Judge: Levels 1-3 Judging Role: Synchronisation Judge: Levels 1-3	
	FIG: TTRAMPF1J TTRAMPF2J TTRAMPF3J TTRAMPF4J TDMTF1J TDMTF2J TDMTF3J TDMTF4J TTUMF1J TTUMF2J TTUMF3J TTUMF4J	As above + International Events						Intermediate Bronze: TRA12IBJ TRA3IBJ	Judging Role: Difficulty Judge: Levels 4 – 6 Judging Role: Synchronisation Judge: Levels 4-6	
								Advanced: TRA12AJ TRA3AJ	Judging Role: Execution Judge: Levels 7 – 10 Judging Role: Difficulty Judge: Levels 7- 10 Judging Role: Synchronisation Judge: Levels 7 - 10	
								Advanced Silver: TRA12ASJ TRA3ASJ	N/A	
								FIG: TTRAMPF1J TTRAMPF2J TTRAMPF3J TTRAMPF4J TDMTF1J TDMTF2J TDMTF3J	2012	

				<i>TDMTF4</i> <i>TTUMF1J</i> <i>TTUMF2J</i> <i>TTUMF3J</i> <i>TTUMF4J</i>		<i>TRA12HPGJ</i> <i>TRA3HPGJ</i>	<i>TRP3FIG3J</i> <i>TRP1FIG4J</i> <i>TRP2FIG4J</i> <i>TRP3FIG4J</i>	
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AERO	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies	Expiry Dates*	
	Level 1A: <i>AAERO1AJ</i>	Level 1-3 Compulsory in AEROSkools	2009					Orientation: <i>TBA G-Educate code</i>	TBA	2009 2010 2011 2012
	Level 1B: <i>AAERO1BJ</i>	Level 1-3 Compulsory/Artistic/ Technical in AEROSkools						Beginner: <i>AERBJ</i>	Judging Role: Execution Judge: Levels 1 – 3	
	Level 2A: <i>AAERO2AJ</i>	Level 1-3 Compulsory/Artistic/ Technical in State Youth & Senior Artistic/Technical in State						Intermediate: <i>AERIJ</i>	Judging Role: Execution & Difficulty Judge: National B (0.1- 0.3 elements) Judging Role: Artistry Judge: Levels 1-3	
	Level 2B: <i>AAERO2BJ</i>	Level 1-3 Compulsory/Artistic/ Technical in state Youth & Senior Artistic/Technical/ Difficulty in state Judiciary Director	Intermediate Bronze: <i>AERIBJ</i>					Judging Role: Difficulty Judge: National B (0.1- 0.3 elements) Judging Role: Artistry Judge: National B (0.1- 0.3 elements)		
	Level 3A: <i>AAERO3AJ</i>	Level 1-3 Compulsory/Artistic/ Technical at Nationals Youth & Senior Artistic / Technical at Nationals	Advanced: <i>AERAJ</i>					Judging Role: Execution Judge: National A (0.1-0.5 elements) International		
	Level 3B: <i>AAERO3BJ</i>	Level 1-3 Compulsory/Artistic/ Technical at Nationals Youth & Senior Artistic/Technical/Diffic uly at Nationals Judiciary Director	Advanced Silver: <i>AERASJ</i>					Judging Role: Difficulty Judge: National A (0.1-0.5 elements) International Judging Role: Artistry Judge: National A (0.1-0.5 elements) International		
	FIG: <i>AAEROF1J</i> <i>AAEROF2J</i> <i>AAEROF3J</i> <i>AAEROF4J</i>	As above + International Events	N/A					FIG: <i>SAAREOF3J</i> <i>SAAREOF4J</i>	2012	

ACRO	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation.	Expiry Dates*
	Level 1: SAACRO1J	Level 1-4	2009				Orientation: TBA G-Educate code		2009 2010 2011 2012
	Level 2: SAACRO2J	Level 1-7					Beginner: ACROBJ	Judging Role: Execution Judge: Levels 1 - 3	
	Level 3: SAACRO3J	Level 9 -10					Intermediate: ACROIJ	Judging Role: Execution Judge: Levels 4 -6 Judging Role: Difficulty Judge: Levels 1-3 Judging Role: Artistry Judge: Levels 4 -6	
	FIG: SAACROF1J SAACROF2J SAACROF3J SAACROF4J	As above + International Events	N/A				Intermediate Bronze: ACROIBJ	Judging Role: Difficulty Judge: Levels 4 – 6 Judging Role: Artistry Judge: Levels 4-6	
							Advanced: ACROAJ	Judging Role: Execution Judge: Levels 7 - 10 Judging Role: Artistry Judge: Levels 7- 10	
							Advanced Silver: ACROASJ	Judging Role: Difficulty Judge: Levels 7 - 10	
				FIG: SAACROF1J SAACROF2J SAACROF3J SAACROF4J	2012		High Performance: ACROHPJ High Performance Gold: ACROHPGJ Master: ACROM1J	ACROFIG1J ACROFIG2J ACROFIG3J ACROFIG4J	FIG

CHL	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies associated with your accreditation	Expiry Dates*
	Level 1: <i>GCL1J</i>		2009				Orientation: <i>TBA G-Educate code</i>	TBA	2009 2010 2011 2012
	Level 2: <i>GCL2J</i>						Beginner: <i>CHLBJ</i>	Judging Role: Execution Judge: Cheer – Levels 1-2 Pom – All age divisions	
			Intermediate: <i>CHLIJ</i>				Judging Role: Execution Judge: Cheer – Levels 3-6 Judging Role: Difficulty Judge: Cheer – Levels 1-2 Judging Role: Legality Judge: Cheer – Levels 1-2 Pom – All age divisions		
			Intermediate Bronze: <i>CHLIBJ</i>				Judging Role: Difficulty Judge: Cheer – Levels 3-6 Judging Role: Legality Judge: Cheer – Levels 3-6		
			Advanced: <i>CHLAJ</i>				N/A		
			Advanced Silver: <i>CHLASJ</i>						
			High Performance: <i>CHLHPJ</i>						
			High Performance Gold: <i>CHLHPGJ</i>						
							Merit: <i>CHLM2J</i>	TBA	

Managing the Risks of Coaching (MRC)

Gymnastics Australia is committed to providing a sporting and working environment which is safe, stable and free of discrimination or harassment, and in which risks are minimised through proactive management.

Gymnastics Australia has developed and implemented a National Risk Management Policy and Plan. Through Club 10, resources are available to assist clubs develop their risk management plans and policies. In 2005, a Risk Management course was released.

This new course is available on-line and will provide coaches with a greater awareness of their role in managing risks associated with coaching.

It is a requirement for all Technical Members, complete this course. The course replaces the Safety Course that was a requirement for Level 2 accreditation for Coaches. Please note, new Technical Members are required to complete the MRC for their second Membership renewal.

The resource has the option of automated testing, certification and allocation of UPD points.

Please visit <http://mrc.gymnastics.org.au>

WHAT'S THE NEXT STEP FOR ME?

GA's Education and Training Scheme

Gymnastics Australia actively encourages all Technical Members to improve and expand their competencies across the Coaching, Judging and Administration portfolios. There is an extensive range of educational opportunities now available beyond the NCAS/NOAS system through the VET and online education programs offered through Universities, such as the University of Queensland.

Gymnastics Australia endorses State Providers of its Education and Training Courses, with endorsement being granted to all State Association Members in the Gymsports where they have the expertise to deliver these courses.

If you would like to find out more about how you can expand your current competencies, either within your current area of expertise or within a new area, please contact your State Association.

What are you allowed to coach?

Gymnastics Australia's 'Education Framework' outlines the competencies all accredited coaches must possess in order to hold a Level 1 or Level 2 Coaching Accreditation. Learning outcomes based on the competency standards are the basis on which all coaching courses are delivered. Therefore, when coaching gymnastics it is expected that these competencies are met and maintained. Anyone providing gymnastics activities beyond the 'Education Framework' may find themselves at risk of being beyond the scope of insurance cover.

Specifically, coaches are expected to hold an accreditation that reflects the nature of the gymnastics activities undertaken.

GA offers a range of accreditation courses that are designed to teach coaches/judging competencies aligned with particular Gymsports and philosophies. Coaches/Judges are expected to gain and maintain accreditations that reflect the activities and skills they are coaching or judging.

Example 1: Gymnastics Australia's Kindergym Accreditation is for coaches who work with children under the age of 5 years. Specifically this accreditation includes early childhood competencies for coaches. Gymnastics Australia's standard expects all coaches working with children in this age group to hold a Level 1 Kindergym Coach Accreditation.

Example 2: Gymnastics Australia's Level 1 Coaching Courses are designed for beginner coaches. These courses do not cover the full breadth of gymnastics skills. For example, salto activities are not a component of these courses and are not taught to beginner coaches. Coaches who require these more advanced skills should undertake formal training such as a sanctioned workshop or Level 2 Accreditation.

Example 3: Gymnastics Australia's coaching accreditation courses are designed to reflect individual Gymsports. Whilst some of the coaching accreditations have 'like minded' competencies, the philosophy of how these competencies are presented to the participant can be quite different for each Gymsport and or program type. Coaches are expected to gain and maintain an accreditation that specifically reflects the activities/skills they are coaching. For example: A coach of a General Gymnastics program (recreational) should have a General Gymnastics accreditation. This accreditation is supported by a unique philosophy that focuses on the 4 f's (fun fitness, fundamentals, and friendship) and includes competencies associated with a range of Gymsport skills/activities that provide foundation skills for all Gymsports and with a particular focus on display gymnastics!

Example 4: Gymnastics Australia's judging accreditation courses are designed to reflect individual Gymsports. A Women's Artistic Gymnastics (WAG) judge is expected to gain a WAG judging accreditation. A Cheerleading judge may require similar judging competencies as a WAG judge, however the application of the rules differs between Gymsports and so the judge is expected to have a Cheerleading judging accreditation.

Specific competencies underpin Gymnastics Australia's Education Framework. The Education Framework is used as a guideline when determining the scope of cover for Gymnastics Australia's Insurance Policies. It is important that all Technical Members and Clubs are aware of these competencies. Having an accreditation will not stop litigation, but it can help in your defence of legal action and allow access to the appropriate insurance cover.

Please Note:

Level 1 Courses are designated as Beginner level courses

Level 2 Courses are designated as Intermediate level courses

Level 3+ Courses are designated as Advanced courses

For further information regarding course competencies and content, please contact the State Gymnastics Association who are GA's Registered Training Providers, responsible for the delivery of GA's National Coaching/Officiating Accreditation scheme (NCAS/NOAS) and or refer to GA's web site for course competencies.

WHO SHOULD I CONTACT?

National Organisations

Gymnastics Australia

32 Cleeland Road

OAKLEIGH SOUTH VIC 3167

Email: ausgym@gymnastics.org.au

Web: www.gymnastics.org.au

(03) 9271 0500

(03) 9271 0599

Technical Membership Enquiries

Education Enquiries

Gymshop

Events

Club IT Helpdesk

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membership@gymnastics.org.au (ext. 2)

Chief Executive Officer:	Jane Allen	jallen@gymnastics.org.au	(ext. 522)
General Manager:	Matt Connell	mconnell@gymnastics.org.au	(ext. 521)
Business Manager:	Karen Norden	knorden@gymnastics.org.au	(ext. 511)
Club Services Manager:	Geoff Rietschel	grietschel@gymnastics.org.au	(ext. 516)
Education Manager:	Linda Pettit	lpettit@gymnastics.org.au	(ext. 502)
High Performance Manager	Karen Myers	kmyers@gymnastics.org.au	(ext. 509)
Events & Education Administrator:	Rachel Millar	rmillar@gymnastics.org.au	(ext. 507)
Technology Co-ordinator:	Maris Haryadi	mharyadi@gymnastics.org.au	(ext. 506)
Membership Administrator	Suimai Hare	share@gymnastics.org.au	(ext. 508)
Education Administrator:	Tim Robertson	troberson@gymnastics.org.au	(ext. 523)
Finance Administrator:	Sue James	sjames@gymnastics.org.au	(ext. 505)
Events Manager	Russell Smart	rsmart@gymnastics.org.au	(ext. 519)
Sport Director:	Karen Myers	kmyers@gymnastics.org.au	(ext. 509)
Sport Manager:	Megan Currie	mcurrie@gymnastics.org.au	(ext. 510)
Program Managers:			
WAG:	Megan Currie	mcurrie@gymnastics.org.au	(ext. 510)
TRP/ACR:	Chuck Smith	csmith@gymnastics.org.au	03 9016 0546
RG/MAG:	Karon Williams	kwilliams@gymnastics.org.au	08 9245 6777
GFA:	Petrina Hutchinson	phutchinson@gymnastics.org.au	02 6685 0145
AER/CHL:	Nerine Cooper	ncooper@gymnastics.org.au	(ext. 555)

State Organisations

Gymnastics ACT

Executive Director: Nadine Weight (nadine@actga.net)

Office Hours: Monday to Friday
9:00am – 3:00pm

Address: ACTGA
Sports House (02) 6257 7544 (W)
100 Maitland Street (02) 6257 7433 (F)
HACKETT ACT 2602
Email: admin@actga.net
Website: www.act.gymnastics.org.au

Gymnastics NSW

Chief Executive Officer: Aaron Bloomfield (abloomfield@gymnsw.org.au)

Postal Address: PO Box 190
NORTH STRATHFIELD NSW 2137 (02) 9763 5011 (W)
Email: info@gymnsw.org.au (02) 9763 5158 (F)
Website: www.gymnsw.org.au

Street Address: Unit 2/11-21 Underwood Road
HOMEBUSH NSW 2140

Gymnastics NT

President: Fred Marrone (ntadmin.gymnastics@bigpond.com)

Office Administrator: Maeve Marrone (ntadmin.gymnastics@bigpond.com)

Postal Address: PO Box 43169
CASUARINA NT 0811 (08) 8927 9262 (W)
Email: ntadmiin.gymnastics@bigpond.com (08) 8927 8255 (F)
Website: www.nt.gymnastics.org.au

Street Address: C-/ Marrara Indoor Stadium
Abala Road
MARRARA NT 0811

Gymnastics QLD

Executive Director: Wayne Hill (executive@gymqld.org.au)

Address: 10/866 Main Street
WOOLLOONGABBA QLD 4102 (07) 3391 4065 (W)
Email: info@gymqld.org.au (07) 3391 3357 (F)
Website: www.gymqld.org.au

Gymnastics SA

State Administrator: Haydn Bellamy (haydn@gymnsa.com.au)

Postal Address: PO Box 183
PARK HOLME SA 5043 (08) 8294 8288 (W)
Email: admin@gymnsa.com.au (08) 8294 4321 (F)
Website: www.gymnsa.com.au

Street Address: Marion Leisure Centre
Cnr Rosedale Avenue and Oakland Road
MORPHETTVILLE SA 5043

Gymnastics Tasmania

Coaching Director: John Hargreaves
(03) 6265 8535 (W)

Office Hours: Tuesday/Wednesday/Friday
9:00am – 2:00pm

Postal Address: PO Box 46
MOONAH TAS 7009 (03) 6278 2378 (P/F)
Email: admin@gymtas.com
Website: www.tas.gymnastics.org.au

Gymnastics Victoria

Executive Director: Jane Farrance (executivedirector@gymnasticsvictoria.org.au)

Address: 144 High Street
PRAHRAN VIC 3181 (03) 9214 6020 (W)
Email: info@gymnasticsvictoria.org.au (03) 9214 6024 (F)
Website: www.gymnasticsvictoria.org.au

Gymnastics WA

Executive Director: Robyn Kuhl (director@gymnasticswa.asn.au)

Street Address: Loftus Recreation Centre
99 Loftus Street
LEEDERVILLE WA 6007 (08) 9228 9399 (W)
Email: info@gymnasticswa.asn.au (08) 9228 9499 (F)
Website: www.gymnasticswa.asn.au

Further Education

National Sports Information Centre

PO Box 176
Belconnen, ACT 2616
PH: (02) 6214 1369 Fax: (02) 6214 1681
E-Mail: nsic@ausport.gov.au

University of Queensland

Sports Coaching Post Graduate Coursework
Ph: 07 3365 6240
Web: www.hms.uq.edu.au

Coaching Organisations

ACT State Coaching Centre

PO Box 90
Belconnen, ACT 2616
Ph: (02) 6207 4389 Fax (02) 6207 4042

NSW State Coaching Centre

PO Box 57
Narabeen, NSW 2101
Ph: (02) 9454 0200 Fax: (02) 9454 0133

NT State Coaching Centre

GPO Box 1448
Darwin, NT 0801
Ph: (08) 8982 2338 Fax: (08) 8982 2320

QLD State Coaching Centre

Contact via Gymnastics Queensland

SA State Coaching Centre

27 Valetta Rd
Kidman Park, SA 5025
Ph: (08) 8416 6752 Fax: (08) 8416 6755

TAS State Coaching Centre

GPO Box 1154
Glenorchy, TAS 7010
Ph: (03) 62308 256 Fax: (03) 62280855

Sport Education Victoria

PO Box 12608
Melbourne VIC 8006
Ph: (03) 9425 0057 Fax: (03) 9425 0100

WA State Coaching Centre (Department of Sport)

PO Box 447
Wembley, WA 6014
Ph: (08) 93879779 Fax: (08) 93879726

Sport and Recreation Departments

Australian Capital Territory

Sport and Recreation ACT
PO Box 147, Civic Square 2608
Ph: (02) 6207 2061 Fax: (02) 62072071

New South Wales

NSW Department of Sport Recreation
Locked Bag 1422 Concord West DC 2138
Ph. (02) 90063700 Fax. (02) 90063882

Northern Territory

Office of Sport and Recreation
PO Box 1448 Darwin, NT 0801
Ph: (08) 89822 350 Fax: (08) 89822 3230

Queensland

Office of Sport and Recreation
GPO Box 187 Brisbane, QLD 40002
Ph: (07) 3237 1356 Fax: (07) 32354723

South Australia

Office for Recreation, Sport
GPO Box 219 Brooklyn Park Adelaide, SA
5032
Ph: (08) 84166677 Fax: (08) 84166753

Tasmania

Office of Sport and Recreation
GPO 646 Hobart, TAS 7001
Ph: (03) 62335627 Fax: (03) 62335800

Victoria

Sport and Recreation
Department of State Development
GPO Box 2392 VIC Melbourne, VIC 3001
Ph: (03) 9666 4200 Fax: (03) 9666 4394

Western Australia

Ministry of Sport and Recreation
PO Box 66 Wembley, WA 6014
Ph: (08) 9387 9700 Fax: (08) 9387 9726

First Aid Organisations

The following is a list of some of the professional bodies who offer First Aid qualifications. Please contact the National Body in order to find out who to contact within your State Branch:

Sports Medicine Australia

National Office
Ph: (02) 6230 4650
<http://www.sma.org.au/>

St John Ambulance

National Office
Ph: (02) 62822399
<http://www.stjohn.org.au/>

Australian Red Cross Society

National Office
Ph: (03) 93451843
http://www.redcross.org.au/ourservices_acrossaustralia_firstaid_courses.htm

Royal Life Saving Society

National Office
Ph: (02) 9181 5444
<http://www.royallifesaving.com.au/www/html/397-first-aid.asp>

Please note: Many of these organisations will design courses specific to your needs if you gather a group together.

INSURANCE: WHAT AM I COVERED FOR?

Additional documentation, Fact Sheets and the Policy Wordings can be downloaded from the National Risk Protection Programme Website (www.jltsport.com.au/gymnastics).

General Advice Warning:

The information below is provided as general advice only. This document does not take into account your individual needs or financial situation. To ensure the insurance covers are appropriate to your needs please refer to www.jltsport.com.au/gymnastics (including the Policy Wording, Terms and Conditions, the Product Disclosure Statement and our Financial Services Guide). For any further information please contact JLT Sport on 1300 130 373

INTRODUCTION

In October 2006, Gymnastics Australia, in conjunction with State Associations, appointed JLT Sport as the insurance broker for the existing National Insurance Program. Since this appointment, JLT Sport embarked on a comprehensive process to ensure all members can access appropriate and economic insurance cover including associated risk protection products and services.

Part of the service provided by JLT Sport is to communicate easy-to-follow information relating to insurance. This information is important to all Technical Members.

What is the National Risk Protection Programme?

Gymnastics Australia's National Risk Protection Programme (the Programme) is arranged by JLT Sport in conjunction with Gymnastics Australia and each State Association. The Programme includes a range of benefits for all members of gymnastics.

Through the Programme, all members have access to quality insurance at an affordable and consistent price.

The aim of the Programme is to provide sustainable insurance and peace of mind for all members (now and in the future).

What insurance cover does the National Risk Protection Programme include?

The Programme provides broad protection across the following insurance areas:

- **Personal Accident Cover** *including...*
 - Capital Benefits;
 - Non-Medicare Medical Benefits and;
 - Loss of Income Benefits.
- **Public Liability Cover** *including...*
 - Professional Indemnity Cover
- **Club Management Liability Cover*** *including...*
 - Directors and Officers Cover
 - Employment Practices Liability Cover
 - Employee Theft Cover

**Please note: the Club Management Liability Policy does not apply to Technical Members.*

WEBSITE

An additional benefit of JLT Sport's services is the easy-to-use web site, which has been specifically tailored for members of gymnastics.

www.jltsport.com.au/gymnastics

The web site provides easy access to important information 24 hours a day, 7 days a week. A new feature in 2009, is a series of downloadable fact sheets and Information Fliers. These resources provide valuable details about your insurance, contained within a one-page document.

SUMMARY OF COVER

The following information must be read in conjunction with the Policy Wording, Terms and Conditions. These documents are located at www.jltsport.com.au/gymnastics

Gymnastics Australia's National Risk Protection Programme provides the following insurance covers:

1. **Personal Accident Cover** including...
 - a. Capital Benefits;
 - b. Non-Medicare Medical Benefits and;
 - c. Loss of Income Benefits.
2. **Public Liability Cover** including...
 - a. Professional Indemnity Cover
3. **Club Management Liability Cover*** including...
 - a. Directors and Officers Cover
 - b. Employment Practices Liability Cover
 - c. Employee Theft Cover

**Please note: the Club Management Liability Policy does not apply to Technical Members.*

The following summary will provide an overview of each Policy, however, for specific assistance relating your needs and situation please contact JLT Sport directly.

Table of Insurance:

The following table provides a brief snapshot of the Programme's insurance cover for 2009.

Policy	Cover	Example
Public Liability Policy	Clubs, Technical and Athlete Members	When you become legally liable to pay compensation
Public Liability	\$20 million with \$1,000 excess	Injury or damage due to negligence
Products Liability	\$20 million with \$1,000 excess	Faulty products causing injury or damage
Professional Indemnity	\$10 million with \$1,000 excess	Wrongful acts, errors or omissions resulting in loss, injury or damage
Personal Accident Policy	Volunteers, Technical and Athlete members	Personal injuries sustained during official gymnastics activity
Non-Medicare Medical Benefits	75% to max. \$5,000	Medical costs not covered by Medicare.
Capital Benefits	Max. \$100,000 As per % loss (refer to wording)	Lump sum payment for a permanent injury sustained during official gymnastics activity
Loss of Income Benefit	75% of net weekly income Maximum \$300 per week 14 days excess	Personal injury that renders the member unfit for full time employment

1. PERSONAL ACCIDENT COVER

What is Personal Accident Insurance?

The Personal Accident insurance provides financial reimbursement for costs associated with personal injuries that occur during gymnastics activities.

There are three (3) key sections to the Personal Accident Policy: Capital Benefits, Non-Medicare Medical Benefits and Loss of Income.

Personal Accident insurance is not a Private Health Fund and therefore does not cover pre-existing injuries or preventative medicine/treatment.

Who is covered?

This policy is available only to members of Gymnastics Australia and the relative State Member Associations including, but not limited to, registered gymnasts, Technical Members (coaches), volunteers and club management. The insurer will refer to Gymnastics Australia's National Database for membership status and verification.

What types of activities are covered?

This policy is intended to cover "normal" gymnastics activities only. Gymnastics is generally defined by Gymnastics Australia's Coach Education Framework (www.gymnastics.org.au). If your club is conducting non-gymnastics activities (such as Circus or Dance) you should contact JLT Sport for confirmation of cover.

When and where is cover provided?

The Personal Accident Policy* extends to the following events:

- o Participating in official gymnastics training and events
- o Participating in official gymnastics club functions
- o Travelling to or from or between gymnastics activities and your home or work (conditions apply)
- o Attending gymnastics tours and representative events

* Please refer to JLT Sport's web site for policy wording, terms and conditions.

What are the limits of cover?

A summary of cover is provided below. More detailed information regarding this policy, including a copy of the policy wording, is available via JLT Sport's web site.

Coverage Section	Coverage Limits	Example
Capital Benefits	\$100,000 maximum payout (U/18 \$20,000)	Lump sum payment for permanent injury
Non-Medicare Medical	75% reimbursement \$5,000 maximum per claim \$50 excess per claim	Medical expenses not covered by Medicare (the Medicare Gap is not covered by this policy)
Loss of Income	75% of net weekly income \$300 maximum per week 14 day waiting period	Income lost as a result of an injury sustained whilst involved in a netball related activity.

* Please refer to JLT Sport's web site for policy wording, terms and conditions.

What types of costs are NOT claimable?

The Health Insurance Act (Cth) 1973 does not allow the insurer to cover you for medical treatments registered with Medicare. This also means the insurer can not reimburse the "Medicare Gap". For details regarding Medicare please refer to www.medicare.gov.au

What types of costs are claimable?

Here are some examples of claimable treatments under the Personal Accident Policy: Physiotherapist, Chiropractor, Dentist, Ambulance and some MRI machines. Please check with your practitioner prior to receiving treatment to ensure you are eligible to lodge a claim.

How do I make a Personal Accident claim*?

Personal Accident claims must be lodged within 28 days from the date of injury. Please download a claim form from JLT Sport's web site and follow the instructions within.

** Please note: Every person employed in Australia must be covered by workers' compensation insurance, paid by their employer. Each State and Territory has separate schemes and legislation governing this insurance. For information regarding workers' compensation insurance please visit www.business.gov.au Where workers' compensation applies to an injury sustained by a Technical Member, the Personal Accident Policy will not apply.*

2. PUBLIC LIABILITY COVER

What is Public Liability insurance?

Public Liability (PL) insurance provides cover for situations where you are legally required to pay compensation for personal injury or property damage. Basically, this means that if you are sued for negligence (breach of duty) you can lodge a PL claim and the insurer will cover your liability as per the insurance policy and limits.

Professional Indemnity is a section of this policy that applies to negligent acts, errors or omissions in regard to your professional duty (generally as a coach or trainer).

Who is covered?

This is a standard policy for most members of Gymnastics Australia and the respective State Member Associations including, but not limited to, registered gymnasts, volunteers and Technical Members (coaches).

What are the limits of cover?

A summary of cover is provided below. More detailed information regarding this policy, including a copy of the policy wording, is available on the JLT Sport website.

Coverage Section	Coverage Limits / Excess	Example
Public Liability	\$20,000,000 / \$1,000 Excess	Legal action for breaching duty of care
Products Liability	\$20,000,000 / \$1,000 Excess	Legal action for sale of faulty products
Professional Indemnity	\$10,000,000 / \$1,000 Excess	Legal action for negligent advice provided by coach

What types of activities are covered?

This policy is intended to cover "normal" gymnastics activities only. Examples of activities covered include, but are not limited to, some of the following:

Activities	Example
Gymnastics participation	Legal action resulting from an injury whilst training or competing
Official gymnastics club activities	Legal action resulting from an incident during fundraising and social events
Member to member	Legal action between members
Professional gymnastics advice	Advice given by coach or trainer
Tenant's liability	Hiring or leasing a facility
Products liability	Goods sold by the Club
Property in physical and legal control	Sued for damages to someone else's property

Certificate of Currency

A Certificate of Currency is a legal document verifying your Public Liability insurance cover. You may obtain a Certificate of Currency by contact JLT Sport on 1300 130 373.

'Out of the Ordinary' Activities

Gymnastics activities are defined generally by Gymnastics Australia's Coach Education Framework (www.gymnastics.org.au). Activities such as Circus and Dance classes may be covered at an additional cost. Please contact JLT Sport for further information.

If you intend to conduct non-gymnastics activities or activities please contact JLT Sport. Additional coverage may be required.

How to lodge a Public Liability or Professional Indemnity Claim

If a serious incident occurs that you believe may cause legal action now or in the future, it is essential you make contact with JLT Sport immediately (or within 48 hours) on 1300 130 373. JLT Sport will provide you with assistance at this time. If the incident involves a coach or committee member, you must notify JLT Sport immediately and within the policy year.

It is important that in these circumstances you do not admit any liability or discuss the matter with a third party.

ADDITIONAL COVER

Did you know that the National Programme does not cover your club's assets if they are damaged or stolen? Clubs may purchase additional cover to reduce exposure to these risks. JLT Sport Asset Protect is a new programme available to affiliated gymnastics clubs who are part of the National Risk Protection Programme.

JLT Sport Asset Protect provides cover for buildings, equipment, stock and money for risks such as fire, theft, accidental and/or malicious damage. For a free, no-obligation quote, please visit www.jltsport.com.au/assetprotect

Circus and Dance classes are generally not covered under the National Risk Protection Programme. However, JLT Sport has arranged optional cover for affiliated gymnastics clubs who offer these additional activities. For details and an application form, please visit www.jltsport.com.au/gymnastics

JLT SPORT CONTACT INFORMATION

Website: www.jltsport.com.au/gymnastics
Email: jltsport@jlta.com.au
Telephone: 1300 130 373 (toll free)

Brad Edwards – National
Justin Gillingham – NSW, ACT and Queensland
Bronson Justus – SA, NT and WA
Brad Edwards – Victoria and Tasmania

MEMBER PROTECTION POLICY OVERVIEW

Gymnastics Australia's Member Protection Policy (MPP) aims to ensure our core values, good reputation and positive behaviours and attitudes are maintained. It assists us in ensuring that every person involved in our sport is treated with respect and dignity, and is safe and protected from harassment, discrimination, bullying, abuse and other unfair or inappropriate conduct. It also reflects our commitment to and the implementation of the sport industry principles and values outlined in **The Essence of Australian Sport** – principles of fairness, respect, responsibility and safety.

It is essential that everyone involved in our sport is not only aware of their rights but also their responsibilities. Our policy includes;

- Our position on **Anti-Discrimination and Harassment**. Harassment and discrimination based on certain personal characteristics is prohibited not only because such conduct may be illegal throughout Australia, but because such behaviour can be distressing, humiliating or threatening and creates an uncomfortable sporting environment for all involved.
- Our position on **Child Protection**. We place particular importance on the safety and welfare of children within the sport and require strict adherence to child protection legislation, where applicable.

Any form of abuse against children, not only physical abuse, is prohibited and the onus is on all within our sport to not only conduct themselves appropriately with children, but to make known to Gymnastics Australia any instances of suspected child abuse so it can be dealt with quickly and, where necessary, reported to the relevant authorities.

The Child Protection section of our policy sets out the necessary police checks, screening processes and reporting procedures required by law for staff, Members and volunteers in our sport.

- A confidential, quick and easy to use **complaints procedure** which is available to anyone who feels they have experienced inappropriate behaviour.

All complaints will be treated seriously, with the aim of assisting the parties resolve the complaint by discussion and agreement. Where this is not possible, an independent mediator may be called in to assist the parties try and resolve the matter. In certain cases, the matter may be heard by a Tribunal or referred to an external agency.

- Gymnastics Australia's **Codes of Conduct** that everyone must abide by. The Codes outlines Gymnastics Australia's expectations of appropriate and ethical conduct and clearly defines inappropriate behaviours such as discrimination, harassment, child abuse, bullying, inappropriate relationships, etc that will not be tolerated.
- **Official forms** used for reporting and documenting issues covered in our policy.

Gymnastics Australia will take disciplinary action against any person or organisation found to have breached this policy or who makes vexatious, false or malicious allegations.

It is important to note that this MPP is only one step in ensuring the protection of Members and providing an enjoyable and welcoming sporting environment.

This summary is not intended as a substitute for reading the policy. Everyone involved with Gymnastics Australia should familiarise themselves with the policy and, in particular, the types of conduct referred to in the relevant sections so as to minimise the risk of inadvertent breaches of the policy. Coaches in particular should also familiarise themselves with the relevant anti-discrimination and child protection legislation in their State or Territory and, where necessary, obtain appropriately qualified legal advice.

Gymnastics Australia's MPP can be found at http://www.gymnastics.org.au/aboutus/bylaws_policies.htm

A database of all trained MPIOs that can be searched by state or sport is available from <http://www.ausport.gov.au/ethics/memprotadb.asp>

For further information contact: Gymnastics Australia

Karen Norden
Operations Manager
knorden@gymnastics.org.au
03 9271 0500 ext 511

Geoff Rietschel
National Club Services Manager
grietschel@gymnastics.org.au
03 9271 0500 ext 516

COACHES' CODE OF ETHICS

In addition to Gymnastics Australia's General Code of Behaviour, you must meet the following requirements in regard to your conduct during any activity held or sanctioned by Gymnastics Australia, a Member association or an affiliated club and in your role as a coach appointed by Gymnastics Australia, a Member association or an affiliated club:

Abide by the rules of Gymnastics Australia as set forth in its constitution and by-laws.

- follow procedures for enforcement of the Code of Ethics
- accept any judgments made
- use the established procedures for challenging a competitive result, contesting a team selection decision, complaining about the conduct of another Member, or attempting to change policy of Gymnastics Australia

Direct your observations and recommendations regarding all aspects of gymnastics to the appropriate persons for the betterment of the sport.

- be constructive with criticisms and direct comments and observations to the relevant individuals and organisations, to avoid gossip innuendo and malicious comment
- respect the efforts of appointed and elected representatives of Gymnastics Australia

Represent yourself and your coaching status in an honest and professional manner, without bringing the coaching profession or Gymnastics Australia into disrepute

- use your accreditation status and Technical Membership of GA to represent your ability in an honest manner, not to gain unwarranted favours
- be professional in and accept responsibility for your actions
- extend professional courtesy to other coaches, athletes and their parents by keeping them informed in matters relevant to athlete's training programs
- abide by and respect the regulations governing sport and the organisation and individuals administering those regulations
- be a role model for your sport and the athletes
- respect the rights, dignity and worth of every human being within the conduct of your involvement in gymnastics

Exercise a standard of care consistent with your competence and obligations as a coach

- show concern for the health, safety and welfare of athletes and colleagues
- coach within the limits of your competence as a coach
- follow GA safety guidelines in respect of the duty of care owed to the athlete
- provide planned and sequential training programs based on the individual developmental needs of athletes
- modify the training program for injured athletes based on appropriate medical advice when required
- provide a safe environment for participants in training and competition

Provide a quality service to your athletes and to the sport

- maintain or improve your current NCAS accreditation
- seek continual improvement through performance appraisal and ongoing coach education
- honour the responsibilities given to a coach by keeping all relevant qualifications up to date
- work to ensure your athletes' time spent with you is a positive experience

Promote and assist in the development of the coaching profession

- assist others to develop good attitudes, skills and knowledge relating to the sport
- promote and assist in the education of other coaches

Put athletes' welfare first; making decisions based on the best interests of your athlete's sporting, education and vocational careers

- acknowledge the individual talents and potential of athletes
- maintain a balanced emphasis of sporting involvement within educational and career objectives

Show leadership, and support efforts to remove the abuse of drugs in sport

- abide by the regulations of the relevant national and international sporting and government bodies
- respect the health and dignity of athletes to compete on the basis of their abilities; within the rules of the sport of gymnastics

Encourage, by example, the removal of any form of personal abuse or inappropriate discrimination

- refrain from verbal, physical or emotional abuse
- refrain from any form of sexual harassment towards athletes and colleagues
- refrain from using the influence of a coaching position to encourage inappropriate intimacy between coach and athlete
- refrain from any discriminatory practices on the basis of race, religion, ethnic background, or special ability/disability of athletes
- be alert to any forms of abuse towards your athletes from other sources whilst they are in your care

Ensure physical contact with athletes is appropriate and necessary for the athletes' skill development

- ensure spotting methods and philosophy are consistent with established gymnastics principles
- ensure spotting is used only to facilitate learning or safe performance

JUDGES' CODE OF ETHICS

In addition to Gymnastics Australia's General Code of Behaviour, you must meet the following requirements in regard to your conduct during any activity held or sanctioned by Gymnastics Australia, a Member association or an affiliated club and in your role as an official appointed by Gymnastics Australia, a Member association or an affiliated club:

In order to present a professional image and to judge objectively and accurately, all judges should:

In General:

- understand and abide by the Judge's Oath
- be fully conversant with the FIG Code of Points and/or any other published rules and regulations pertaining to the standard of gymnastics being judged
- actively maintain technical knowledge through ongoing review of the Code of Points, technical publications, video tapes and gym floor participation
- attend all pre-competition judge's meetings
- dress in a tidy fashion benefiting the status and image of a judge
- be punctual for all official events
- avoid the use of derogatory language
- be prepared to counsel athletes and coaches regarding the athlete's performance after competitions

When travelling with a team:

- report any significant outcomes from the pre-competition meetings to the team coach
- be available to attend training sessions to advise on judging matters
- emphasise the spirit of the sport rather than the errors
- compliment and encourage all competitors
- be accountable for one's own judging performance
- be a current Technical Member of Gymnastics Australia/State Association

At competitions:

- dress in the standard judge's uniform for competition
- be prepared for the competition by having all personal judging equipment and accessories readily available and by being conversant with the apparatus and exercises
- be co-operative with competition organisers, floor managers, announcers and head judges
- be quick and accurate in determining scores
- be co-operative in judges' conferences and assist the head judge to arrive at the final score
- be prepared to justify scores in a judge's conference
- be consistent, objective and courteous at all times

PRIVACY STATEMENT



Gymnastics
Australia

PRIVACY STATEMENT

Gymnastics Australia (GA) is committed to providing members with the highest levels of membership service. This includes protecting members' privacy. GA is bound by the Commonwealth Privacy Act 1988, which sets out a number of principles concerning the protection of an individual's personal information.

The aim of these laws is to ensure that organisations handle personal information responsibly and provide a consistent approach to its collection, use and disclosure. These laws also give the individual rights such as access to their personal information and the ability to correct it, if needed.

GA's Privacy Statement contains the following important information the Privacy Act requires GA to communicate to all members, regarding the use of personal information:

- [What is personal information?](#)
- [How GA collects personal information](#)
- [How GA uses personal information](#)
- [When GA discloses personal information](#)
- [Storage and security of personal information](#)
- [Accuracy of personal information](#)
- [Access to personal information](#)

1. WHAT IS PERSONAL INFORMATION?

Personal information is information about an individual who can be identified, or whose identity could be reasonably ascertained, from the information.

2. HOW GA COLLECTS PERSONAL INFORMATION

To deliver and enhance the services offered by Gymnastics Australia, certain personal information is collected. Gymnastics Australia collects personal information from individuals when:

- The individual registers an affiliated club
- The individual registers to become an affiliated athlete
- The individual registers to become an affiliated technical member
- The member enters a Gymnastics Australia event or participation program
- The individual participates in a Gymnastics Australia course
- The individual purchases merchandise from GA
- The individual requests information from GA
- The individual provides information to the GA staff
- The individual participates in a GA survey

Policy Name:	Privacy Statement
Date of Issue:	February 2002
Policy Coverage:	Governance
Date of Review:	July 2006

3. HOW GA USES PERSONAL INFORMATION

GA will only collect information that is necessary for them to carry out the primary purpose of providing services relating to: membership, education, events and merchandise. Personal information may be used in order to:

- Provide the services required
- Internal accounting and administration
- Regulatory reporting and compliance
- Helping GA to inform and identify other products or services that may be of benefit

If GA send any information about services or products that is not required, or the member does not want personal information disclosed to any other organisation (including related organisations) members can advise GA accordingly by writing to the National Membership Administrator.

If the member does not advise GA otherwise, the member confirms agreement on their own behalf and/or on behalf of others that they represent.

If the member chooses not to provide personal information, GA may not be able to provide the services required.

4. WHEN WE DISCLOSE PERSONAL INFORMATION

GA discloses personal information to other organisations that is necessary to assist in providing services. The organisations include:

- Outsourced service providers who manage the services provided to members, including:
 - Insurance
 - Education Services (ASC)
- Professional advisors, including accountants, auditors and lawyers
- Government and regulatory authorities and other organisations, as required or authorised by law

GA limits the use and disclosure of any personal information to such organisations for the specific purpose for which it is supplied.

When the member provides GA with personal information about other individuals, GA relies on the member to make the individual aware that the information has been provided to GA and for what purpose and to whom it may be disclosed and also how they can access their information. This is extremely important for Club owners providing the personal information of their members

5. STORAGE AND SECURITY OF PERSONAL INFORMATION

Gymnastics Australia stores personal information on a computer database. The personal information may be held in both paper file and computer file form. GA has implemented measures of a reasonable nature to ensure that all personal information is securely stored from misuse, loss and unauthorised handling.

6. ACCURACY OF PERSONAL INFORMATION

GA takes reasonable steps to ensure that whenever personal information is collected or disclosed, it is accurate, complete and up to date.

7. ACCESS TO PERSONAL INFORMATION

The member has a right to access their personal information, subject to some exceptions allowed by law. The member can gain access to their personal information by contacting Gymnastics Australia. The member may also advise GA at any time about possible breaches of privacy, or inaccurate, incomplete personal information, that may have changed.