

2012 Technical Member 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 2012. Technical Membership is offered to Gymnastic Coaches and Judges who have achieved defined competencies through Gymnastics Australia's accreditation courses.

Gymnastics Australia, in conjunction with your State Association Member, 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 this 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 cover can be accessed from the Gymnastics Australia website (www.gymnastics.org.au -> Member Services -> Insurance), whilst all other insurance enquiries should be directed to our broker, JLT Sport:

Telephone: 1300 130 373
Website: www.jltsport.com.au/gymnastics

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

Cath Clark
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.

Coaching (NCAS) and Judging (NOAS)

Gymnastics Australia has worked consistently to ensure that all Coaching Courses are recognised under the Australian Sports Commission's National Coaching Accreditation Scheme (**NCAS**) and all Judging Courses under the National Officiating Accreditation Scheme (**NOAS**). The accreditations are awarded to candidates who demonstrate specified competencies under a competency-based training framework. The accreditation clearly identifies what duties, at what levels and events an accredited coach or judge can act.

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.

Note: At the end of the Olympic cycle, each Gymsport will 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 Australian Sports Commission.

Your Technical Membership form will record the accreditation expiry date. At the end of the Olympic cycle, most judging accreditations expire or 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.

Benefits of Technical Membership

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

- **Information** - via regular circulars and the internet
- **Education** - access to courses, congresses and workshops
- **Protection** - in the form of a special insurance package (National Risk Protection Program)
- **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 2012 Benefits:

Benefit	When are they issued	How to access
Technical Membership Handbook	Available all year from the GA website	www.gymnastics.org.au -> Member Services -> Technical
Member Benefits Pack <ul style="list-style-type: none"> GA Membership Card 2012 Accreditation Certificate Access to Member Advantage Benefits Program Customised shoulder bag 	After processing of Technical Membership renewal	<ul style="list-style-type: none"> Distributed directly from Office Distributed directly from Office www.gymnastics.org.au -> Member Services -> Technical Distributed directly from Office
Insurance Coverage: <ul style="list-style-type: none"> Personal Accident Public Liability including Professional Indemnity 	After processing of Technical Membership renewal	Upon your renewal being received and processed by the GA Office
2012 Diary	With Membership renewal notice early November	Distributed directly from Office with Membership renewal
Accreditation Certificate	After processing of Technical Membership renewal	Distributed directly from Office

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

GAINING TECHNICAL MEMBERSHIP

How long do I have to complete the accreditation process?

Trainee coaches should 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.

Candidates may apply for new Technical Membership at any time throughout the year, up until 31st October, with members being entitled to receive all benefits. **Membership is valid in the calendar year only.**

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 and your accreditation recognised.

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 inclusion under the National Risk Protection Program (insurance). For more information refer to Gymnastics Australia's web site, www.gymnastics.org.au -> Member Services -> Insurance - JLT Sport.

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

A new coach who has participated and completed all post-course requirements in 2011 will not be required to complete any updating for renewal of Technical Membership in 2012. They will be required to complete updating prior to renewal in 2013, which includes completing certification in Managing the Risks of Coaching (MRC). Available at www.gymnastics.org.au -> Coaching & Judging -> Resources or directly at <http://mrc.gymnastics.org.au>

Note: Members who completed all post-course requirements in 2010 will be required to have completed certification in Managing Inclusion in Gymnastics (MIG) to renew. Available at www.gymnastics.org.au -> Coaching & Judging -> Resources or directly at <http://sportsconnect.gymnastics.org.au>

HOW DO I RETAIN MY MEMBERSHIP?

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, or professional development, is defined as updating (UPD) and can be achieved by attending either approved accreditation courses or updating activities that are relevant to the Gymsport and level of your accreditation type. This includes coaches working in high performance programs or high level coaches with many years' experience.

Updating for Judges

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 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.

Note: 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.

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 annually. (**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 the new year's diary. Current Technical Members should aim to renew their Technical Membership prior to 31st December. Including Members who are completing their first renewal, though there are no updating requirements, it is necessary to complete all details on your renewal form and submit to Gymnastics Australia or complete your renewal online, go to www.gymnastics.org.au -> Member Login -> and utilise your ID number (Login) and surname year of birth (Password). Members who are eligible for online renewal will note an e-Billing Reminder in the main menu.

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

Gymnastics Australia will not process any 2012 applications for Technical Membership after 31st October, 2012. Applications received after this date will be returned by Gymnastics Australia accompanied by a 2013 renewal form.

Technical Membership renewals received after 31st October 2011, for a 2012 renewal, will receive benefits from the date they are received until 31st December, 2012.

Gymnastics Australia adheres to a National Updating Policy for all Technical Members; therefore it is essential for you to have completed updating in order to be eligible for Technical Membership. The Policy can be found at www.gymnastics.org.au -> About Us -> By-laws, Policies & Technical Regulations

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

All enquiries regarding change of name/address, or reports of lost membership cards, etc., should be reported immediately to the Gymnastics Australia Office. Contact details can be found from page 23 in this Handbook.

A Simplified System for Everybody

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

Level **1/Beginner** - minimum of **6** updating points per annum

Level **2/Intermediate & Intermediate Bronze** - minimum of **12** updating points per annum

Level **3/Advanced & Advanced Silver** - minimum of **18** updating points per annum

FIG/High Performance (and higher) - a minimum of **24** updating points per annum

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

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 type of activity contributing more than 50% of updating points required. For example, a Level 1 coach can only count three (3) updating points from events towards their renewal, regardless if they attend multiple events throughout the year.

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

Updating Requirements for Multiple Accreditations

All Technical Members, regardless of the type or number of accreditations held, must ensure that the updating activities they complete are relevant to the Gymsport and level of each type of accreditation.

As such, 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 the accreditation will be made inactive for the following year.

Accreditations that are not maintained will expire.

Maintaining Multiple Accreditations

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 Beginner J</p>	<p><i>Example 2:</i> G WAG 2 C G KGYM 1 C G RG 1 C G WAG Advanced 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/Beginner you must complete a minimum of 6 updating points per annum</p> <p>Level 2/Intermediate you must complete a minimum of 12 updating points per annum</p> <p>Level 3/Advanced you must complete a minimum of 18 updating points per annum</p> <p>FIG/High Performance + 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 Beginner 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 Advanced 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 updating requirements are also listed within this Policy. Please note that the FIG updating requirements are a guide and Brevet level judges should regularly check with FIG on these requirements throughout the cycle. Please see of Appendix A, page 8 of the National Updating Policy (www.gymnastics.org.au -> About Us -> By-laws, Policies & Technical Regulations).

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 multi-day education events involving many presentations and workshops. Congresses are a great way to gain updating because of the wide choice of sessions available. Updating at State congresses will count for renewal points.

Club-Based Updating

Gymnastic Clubs are also able to offer their own in-house updating activities. The aim is for Clubs to adopt a culture of developing and maintaining their own Technical Members, providing useful professional development.

Those Clubs who wish to run their own updating activities, such as events and workshops, must make contact with their State Association prior to the activity, to ensure that the correct process is undertaken and updating is sanctioned.

Club workshops can take one of two forms:

- 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 your State Association and the National Updating Policy details how many points can be gained by these types of activities.

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 or HLTF201B ('Provide basic emergency life support') competencies and Level 2 and 3 coaches should attend a course that covers HLTF301B or HLTF301C ('Apply first aid') competencies.

First Aid Courses will count a maximum of three (3) points for Level 1 coaches and a maximum of six (6) points for coaches at Level 2 and above.

Courses are conducted by a number of organisations around Australia. Further contact details can be found on page 27 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 Gymnastics Australia, in conjunction with State Association Members, may approve updating which is carried out by correspondence. Updating by correspondence may involve the hiring of DVDs (or videos), the completion of coaching course units and/or agreed assignments. Most updating by correspondence activities will require the member to complete worksheets and submit these for assessment by the State Association. Refer to the National Updating Policy (www.gymnastics.org.au -> About Us -> By-laws, Policies & Technical Regulations).

The National Sports Information Centre (**NSIC**) of the Australian Sports Commission (**ASC**) and the State Coaching and Officiating Centres also hold a number of videos and DVDs that can be used for the purpose of updating. Contact details can be found on page 26 of this Handbook. Most organisations, as well as State Association Members, will charge a small borrowing fee, primarily to insure the return of resources.

If you feel you are likely to experience difficulties meeting your updating requirements, please contact your State Association in the first instance, to discuss the option of updating by correspondence. There are a number of organisations that provide online education that can be undertaken for updating. For example, the ASC, www.ausport.gov.au (Beginning Coaching General Principles Course and Introductory Officiating General Principles Course)

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 Program (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 you may consider completing a First Aid Course.

What if I take a break from Coaching or Judging?

It is well understood that from time to time you may wish to take a break from coaching or judging gymnastics. Gymnastics Australia encourages a return to either role and welcomes you to renew your Technical Membership at any time. Prior to your return, you will be required to complete a number of updating points, relative to the duration of your absence and the accreditations held, before an application for renewal of Technical Membership can be processed.

For more information on the guidelines regarding an absence from coaching or judging, please see the information below.

Updating Requirements after an absence from Coaching:

Accreditation Level	One Year Absence	Two Years Absence	Three+ Years Absence
Level 1	6 Points	12 Points	Contact Gymnastics Australia
Level 2	12 Points	24 Points	Contact Gymnastics Australia
Level 3	18 Points	36 Points	Contact Gymnastics Australia

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

Please forward to Gymnastics Australia any certificates, etc. that verifies updating experiences with your application for Technical Membership.

Updating Requirements after an absence from Judging:

Members who return from an absence within the same Olympic cycle are required to demonstrate appropriate relevant updating and/or may be required to attend a course to regain accreditation. It is recommended that a judge returning after an absence should re-enter officiating at one level below their previous accreditation level.

Members who return from an absence after the commencement of a new Olympic cycle will be required to attend a course to regain accreditation.

The following table provides judges returning to gymnastics an indication of the course level that they should attempt to re-enter officiating:

Gymsport	Beginner	Intermediate	Intermediate Bronze	Advanced	Advanced Silver
MAG		✓			x
		✓		x	
		✓	x		
	✓	x			
WAG					x
		✓		x	
		✓	x		
	✓	x			
RG		✓		x	
		✓	x		
	✓	x			
TRP		✓		x	
		✓	x		
	✓	x			
AER		✓			x
		✓		x	
		✓	x		
	✓	x			
ACRO			✓		x
		✓		x	
		✓	x		
	✓	x			

Maintaining your Updating Records

The State Association takes primary responsibility for recording your sanctioned updating activities on the national database, with Gymnastics Australia sharing responsibility for some activities, such as National events. To assist us in this process you should ensure that you seek sanction **prior** to attending an updating activity from your State Association.

If you are completing updating that is not recorded by your State Association or Gymnastics Australia it is your responsibility to follow up with your State Association to ensure your record is accurate. To confirm updating activities have been noted against your record, utilise Gymnastics Online found at www.database.gymnastics.org.au or www.gymnastics.org.au -> Member Login or www.gymnastics.org.au -> Member Services -> Gymnastics Online – Members.

Points or Hours - What's the Difference?

Most gymnastic-specific updating workshops will award coaches one point for every hour attended. For example, a four (4) hour Bar Skills Workshop will total four (4) points of updating. The National Updating Policy outlines the number of points that are allocated against a particular activity (www.gymnastics.org.au -> About Us -> By-laws, Policies & Technical Regulations).

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

Updating requirements for Coaches and Judges:

3 points	6 points	12 points	18 points	24 points and FIG UPD requirements
Delayed accreditation*	Level 1 (coach)	Level 2 (coach)	Level 3 (coach)	FIG (coach)
	Beginner	Intermediate	Advanced	High Performance
		Intermediate Bronze	Advanced Silver	High Performance Gold
			Merit	Master
	Supervisor – Must also hold a current Coaching accreditation			
Spotter – Trampoline Sports – Must reflect 'Event' participation				

For more information please see the National Updating Policy at www.gymnastics.org.au -> About Us -> By-laws, Policies & Technical Regulations -> National Updating Policy or request a hardcopy of the current Policy, 03 9271 0500 or email membership@gymnastics.org.au

* If three or more months pass between the course participant being issued the Accreditation Congratulations Letter and submitting the application for Technical Membership, updating is required. Beyond 12 months and the participant must re-sit the course.

Accreditation Competencies and Expiry dates

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	2012
	Level 2: <i>GMAG1J</i>	Level 1-6 Compulsories					Beginner: <i>MGBJ</i>	Judging Role: Execution Judge: NLP Levels 1-2 Compulsory	
	Level 3B: <i>GMAG3BJ</i>	Level 1-8 Compulsories Level 7-9 Optionals (B Jury)					Intermediate: <i>MGJJ</i>	Judging Role: Execution Judge: NLP Levels 3-6 Compulsory IDP Level 6 / Under 12 Compulsory Judging Role: Difficulty Judge: NLP Levels 1-2 Compulsory	
	Level 3A: <i>GMAG3AJ</i>	Level 7-9 Optionals (A Jury)					Intermediate Bronze: <i>MGIBJ</i>	Judging Role: Execution Judge: IDP Level 7 / Under 14 Compulsory Judging Role: Difficulty Judge: NLP Levels 3-6 Compulsory IDP Level 6 / Under 12 Compulsory IDP Level 7 / Under 14 Compulsory	
	National: <i>GMAGNAJ</i>	Level 10 & Senior International (Optionals)					Advanced: <i>MGAJ</i>	Judging Role: Execution Judge: NLP Levels 7-9 Optionals IDP Level 9 / Under 16 Optional Judging Role: Difficulty Judge: NLP Levels 7-9 Optionals IDP Level 9 / Under 16 Optional	
	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: NLP Level 10 / Senior Optional IDP Level 10 / Under 18 Optional Judging Role: Difficulty Judge: NLP Level 10 / Senior Optional IDP Level 10 / Under 18 Optional	
				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	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: NDP 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: NDP Levels 4-6 Judging Role: Difficulty Judge: NDP 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>WGBJ</i>	Judging Role: Difficulty Judge: NDP 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: National Levels 7-10 Judging Role: Difficulty Judge: National 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>WGASJ</i>	Judging Role: Execution & Difficulty Judge: International Development Program IDP Level 1 IDP Level 2 IDP Level 3 IDP Level 5 IDP Level 6 IDP 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 Performance : <i>WGHPJ</i> High Performance Gold: <i>WGHPGJ</i> Master: <i>WGM1J</i>	WGFIG1J WGFIG2J WGFIG3J WGFIG4J	Judging Role: Execution Judge: & Difficulty Judge: International Development Program Level 10 Junior/Senior - International 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: GRG1AJ	National Levels Program (Level 1- 9) - Execution Category (Level 1-2) - Execution	2009				Orientation: TBA G-Educate code	TBA	2012
	Level 1B: GRG1BJ	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: RGBJ	Judging Role: Execution Judge: NLP Levels 1-3	
	Level 2A: GRG2AJ	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: RGIJ	Judging Role: Execution Judge: NLP Levels 4-9 <i>Note: In 2012 this competency for new judges will align with NLP Levels 4-6</i> Judging Role: Difficulty Judge: NLP Levels 1-3 Judging Role: Artistry Judge: Levels 1-3	
	Level 2B: GRG2BJ	National Levels Program (Level 1- 10) - Difficulty/Artistry/Execution Categories (Level 1-4) - Difficulty/Artistry/Execution International Stream - Execution					Intermediate Bronze: RGIBJ	Judging Role: Difficulty Judge: NLP Levels 4-6 Judging Role: Artistry Judge: NLP Levels 4-6	
	Level 3; GRG3J	National Levels Program (Level 1- 10) - Difficulty/Artistry/Execution Categories (Level 1-4) - Difficulty/Artistry/Execution International Stream - Difficulty/Artistry/Execution					Advanced: RGAJ	Judging Role: Execution and Artistry Judge: NLP Level 7 -10 <i>Note: In 2012 this competency for new judges will align with NLP Levels 7-10</i> Judging Role: Execution and Artistry International Development Program (IDP): Level 5 - 6 Level 7 Junior Level 8 Senior Sub-Junior, Junior & Senior Groups, Pairs & Trios Junior Groups, Pairs & Trios Senior Judging Role: Difficulty Judge: NLP Levels 7-10	
	FIG:	As above + International Events					N/A	FIG:	
						Advanced Silver: RGASJ		NA	

	<i>GRGF1J</i> <i>GRGF2J</i> <i>GRGF3J</i> <i>GRGF4J</i>			<i>GRGF1J</i> <i>GRGF2J</i> <i>GRGF3J</i> <i>GRGF4J</i>	<i>RGHPJ</i> High Performance Gold: <i>RGHPGJ</i> Master: <i>RGM1J</i>	RGFIG2J RGFIG3J RGFIG4J	FIG/International Events	
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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	2012
	Level 2: TTRAMP 2J 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 1-6	
	FIG: TTRAMPF1J TTRAMPF2J TTRAMPF3J TTRAMPF4J TDMTF1J TDMTF2J TDMTF3J TDMTF4 TTUMF1J TTUMF2J TTUMF3J TTUMF4J	As above + International Events					Intermediate Bronze: TRA12IBJ TRA3IBJ	Judging Role: Difficulty 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 TDMTF4 TTUMF1J TTUMF2J TTUMF3J TTUMF4J				2012	High Performance: TRA12HPJ TRA3HPJ High Performance Gold: TRA12HPGJ TRA3HPGJ	

AERO	Accreditation	Competencies	Extended Expiry Date	Accreditation & iMIS Code	Expiry Dates*	or	G-Educate Accreditation & iMIS Code	Competencies	Expiry Dates*
	Level 1A: AAERO1AJ	Level 1-3 Compulsory in AEROSkools	2009			Orientation: TBA G-Educate code		TBA	2012
	Level 1B: AAERO1BJ	Level 1-3 Compulsory/Artistic/ Technical in AEROSkools				Beginner: AERBJ		Judging Role: Execution Judge: NLP Levels 1-3	
	Level 2A: AAERO2AJ	Level 1-3 Compulsory/Artistic/ Technical in State Youth & Senior Artistic/Technical in State				Intermediate: AERIJ		Judging Role: Execution NLP National B (0.1-0.4 elements) Judging Role: Difficulty Judge: NLP National B (0.1-0.4 elements) NLP Level 1-3 Judging Role: Artistry Judge: NLP Levels 1-3	
	Level 2B: AAERO2BJ	Level 1-3 Compulsory/Artistic/ Technical in state Youth & Senior Artistic/Technical/ Difficulty in state Judiciary Director				Intermediate Bronze: AERIBJ		Judging Role: Difficulty Judge: NLP National A (0.1-0.5 elements) Judging Role: Artistry Judge: NLP National B (0.1-0.4 elements)	
	Level 3A: AAERO3AJ	Level 1-3 Compulsory/Artistic/ Technical at Nationals Youth & Senior Artistic / Technical at Nationals				Advanced: AERAJ		Judging Role: Execution Judge: NLP National A (0.1-0.5 elements) IDP International (National Development, Age Group 1, Age Group 2)	
	Level 3B: AAERO3BJ	Level 1-3 Compulsory/Artistic/ Technical at Nationals Youth & Senior Artistic/Technical/Difficulty at Nationals Judiciary Director				Advanced Silver: AERASJ		Judging Role: Difficulty Judge: IDP International (0.1-1.0) (National Development, Age Group 1, Age Group 2) Judging Role: Artistry Judge: National A (0.1-0.5 elements) IDP International(National Development, Age Group 1, Age Group 2)	
	FIG: AAEROF1J AAEROF2J AAEROF3J AAEROF4J	As above + International Events	N/A	FIG: SAAREOF3J SAAREOF4J	2012	High Performance: AERHPJ High Performance Gold: AERHPGJ Master: AERM1J	AERFIG1J AERFIG2J AERFIG3J AERFIG4J	FIG	

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		2012
	Level 2: SAACRO2J	Level 1-7					Beginner: ACROBJ	Judging Role: Execution Judge: Levels 1 – 3 Compulsory	
	Level 3: SAACRO3J	Level 9 -10					Intermediate: ACROIJ	Judging Role: Execution Judge: Levels 4 -6 Optional Judging Role: Difficulty Judge: Levels 1-3 Compulsory Judging Role: Artistry Judge: Levels 1-3 Compulsory Levels 4-6 Optional	
	FIG: SAACROF1J SAACROF2J SAACROF3J SAACROF4J	As above + International Events	N/A				Intermediate Bronze: ACROIBJ	Judging Role: Difficulty Judge: Levels 4 – 6 Optional	
							Advanced: ACROAJ	Judging Role: Execution Judge: Levels 7 – 10 Optional Judging Role: Artistry Judge: Levels 7- 10 Optional	
							Advanced Silver: ACROASJ	Judging Role: Difficulty Judge: Levels 7 – 10 Optional	
							FIG: SAACROF1J SAACROF2J SAACROF3J SAACROF4J	2012	

CHL	Accreditation	Competencies associated with your accreditation	Expiry Date	Accreditation & iMIS Code
	Level 1: GCL1J	Judging Role: Judge: Cheerleading – Tumbling Levels 1- 2	2012	CHLCT1J
		Judging Role: Judge: Cheerleading – Building Skills Levels 1- 2		CHLCB1J
		Judging Role: Judge: Cheerleading – Cheer Dance Levels 1- 2		CHLCD1J
		Judging Role: Judge: Cheerleading – Dance Pom Levels 1- 6		CHLCDP1J
		Judging Role: Judge: Cheerleading – Dance Hip Hop Levels 1- 6		CDH1J
		Judging Role: Judge: Cheerleading – Dance Jazz Levels 1- 6		CDJ1J
	Level 2: GCL2J	Judging Role: Judge: Cheerleading – Tumbling Levels 3 - 6		CHLCT2J
		Judging Role: Judge: Cheerleading – Building Skills Levels 3 - 6		CHLCB2J
		Judging Role: Judge: Cheerleading – Cheer Dance Levels 3 - 6		CHLCD2J
<p>Note: In 2010 Workshops were offered to update Cheerleading Judges on the competencies required to meet the above framework. Participants who attended these workshops would have their attendance recorded and as such you could expect to see on the Technical Membership renewal a Judging Workshop activity listed with allocated UPD points. Please help us with this transition by advising if your 2012 Judging accreditation reflects your Workshop participation but does not yet reflect the new accreditation name/TECHIST code.</p>				

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 policies and plans. In 2005, a Risk Management course was released, Managing the Risks of Coaching. This new course is available online 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 to complete this course, including judges. 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 updating points.

Costs involved to undertake the MRC are as follows:

- Members of Gymnastics Australia - Certification \$33 (inc. GST)
- Non-members of Gymnastics Australia (inc. non-current members) - Certification \$77 (inc. GST)

Please visit <http://mrc.gymnastics.org.au> or www.gymnastics.org.au -> Coaching & Judging -> Resources

Managing Inclusion in Gymnastics (MIG)

Gymnastics Australia is committed to providing gymnastics community members with awareness of managing inclusion, including for Administrators, Coaches and Officials. Managing Inclusion in Gymnastics resource focuses on how we can include people with disabilities in gymnastics. The MIG resource captures the philosophy of Gymnastics Australia in seeking to put within reach of every individual an experience of gymnastics that is enjoyable, safe **and** inclusive.

Here are some reasons why you should undertake this resource:

- Great awareness of your role in creating inclusive participation opportunities;
- Reduces the likelihood of litigation;
- Reduces the likelihood of injury/damage to your athlete and others;
- Undertake now before it becomes a mandatory renewal requirement; &
- Three Updating Points allocated upon certification.

Costs involved to undertake the MIG are as follows:

- Members of Gymnastics Australia (current Technical) - Certification \$33 (inc. GST)
- Non-members of Gymnastics Australia (inc. non-current Technical) - Certification \$77 (inc. GST)

Gymnastics Australia Technical Members, current and non-current, can login to MIG using their User ID and Date of Birth. No payment is required to browse the resource for awareness, however payment is required if you wish to seek certification and have updating points awarded.

Please visit <http://www.sportsconnect.gymnastics.org.au> or www.gymnastics.org.au -> Coaching & Judging -> Resources

WHAT'S THE NEXT STEP FOR ME?

Gymnastics Australia'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 must hold an accreditation that reflects the nature of the gymnastics activities undertaken.

Gymnastics Australia offers a range of accreditation courses that are designed to teach coaching/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 Gymnastics For All program (general/recreational) should have a Gymnastics For All accreditation. This accreditation is supported by a unique philosophy that focuses on the 4 Fs (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, the National Risk Protection Program. 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.

WHO SHOULD I CONTACT?

National Organisation

Gymnastics Australia

32 Cleeland Road

OAKLEIGH SOUTH VIC 3167

Email: ausgym@gymnastics.org.au

Web: www.gymnastics.org.au

Telephone: (03) 9271 0500

Fax: (03) 9271 0599

Technical Membership Enquiries

Education Enquiries

Gymshop

Events

Club IT Helpdesk

membership@gymnastics.org.au

education@gymnastics.org.au

gymshop@gymnastics.org.au

events@gymnastics.org.au

membership@gymnastics.org.au

Chief Executive Officer:	Cath Clark	cclark@gymnastics.org.au	(ext. 522)
Operations Manager:	Dianne O'Neill	doneill@gymnastics.org.au	(ext. 501)
Membership Manager:	Geoff Rietschel	grietschel@gymnastics.org.au	(ext. 516)
Industry Training Manager:	Brooke Irvine	birvine@gymnastics.org.au	(ext. 502)
High Performance Manager:	Adam Sachs	asachs@gymnastics.org.au	(ext. 571)
Program Administrator:	Rachel Millar	rmillar@gymnastics.org.au	(ext. 507)
IT & Database Administrator:	Henny Ningsih	hningsih@gymnastics.org.au	(ext. 506)
Membership Services Officer:	Suimai Hare	share@gymnastics.org.au	(ext. 508)
Training Coordinator:	Brooke Sargeant	bsargeant@gymnastics.org.au	(ext. 503)
Participation Project Officer:	Marcus Leslie	mleslie@gymnastics.org.au	(ext. 518)
Finance Officer:	Sue James	sjames@gymnastics.org.au	(ext. 505)
Office Administrator:	Kiera Sjogren	ksjogren@gymnastics.org.au	(ext. 504)
Program Managers:			
MAG/TRP/ACR:	Tessa Storey	tstorey@gymnastics.org.au	(ext. 577)
WAG:	Helen Colagiuri	hcolagiuri@gymnastics.org.au	(ext. 578)
RG:	TBA		
AER/CHL:	Karen Norden	knorden@gymnastics.org.au	(ext. 511)
GFA:	Petrina Hutchinson	phutchinson@gymnastics.org.au	
National Coaches:			
WAG National Coach:	Peggy Liddick	pliddick@gymnastics.org.au	
WAG National Jnr Dev. Coordinator:	Jo Richards	jrichards@gymnastics.org.au	
TRP National Coach:	Nikolay Zhuravlev	nzhuravlev@gymnastics.org.au	

State Organisations

Gymnastics ACT

Executive Director: Mary Schumacher (mary@actga.net)

Office Hours: Monday to Friday (exc. Thursday)
9:00am – 3:00pm

Address: ACTGA
Sports House (02) 6257 7544 (T)
100 Maitland Street (02) 6257 7433 (F)
HACKETT ACT 2602
Email: admin@actga.net
Web site: 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 (T)
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: John McCrystal (john.mccrystal@defence.gov.au)

Postal Address: PO Box 43169
CASUARINA NT 0811 (08) 8927 9262 (T)
Email: ntadmin.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: Kym Dowdell (kdowdell@gymqld.org.au)

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

Gymnastics SA

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

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

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

Gymnastics Tasmania

State Administration: c-o Gymnastics Australia (gymtas@gymnastics.org.au)
(03) 9271 0500

Postal Address: PO Box 46
MOONAH TAS 7009
Email: gymtas@gymnastics.org.au
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 (T)
Email: info@gymnasticsvictoria.org.au (03) 9214 6024 (F)
Website: www.gymnasticsvictoria.org.au

Gymnastics WA

Executive Director: Ruth Gibbons (director@gymnasticswa.asn.au)

Street Address: Loftus Recreation Centre
99 Loftus Street
LEEDERVILLE WA 6007 (08) 9228 9399 (T)
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

State Coaching and Officiating Organisations

ACT Sport and Recreation Services

PO Box 147
Civic Square ACT 2608
Ph: (02) 6207 2073 Fax: (02) 6207 2071

NSW Sport Education Unit

Locked Bag 1422, Silverwater 2128
Ph: (02) 9006 3827 Fax: (02) 9006 3884

NT Office of Sport and Recreation

GPO Box 1448, Darwin NT 0801
Ph: (08) 8982 2325 Fax: (08) 8982 2320

QLD Department of Communities, Sport and Recreation

PO Box 15187, City East Queensland 4002
Ph: (07) 3237 9906

SA Office for Sport and Recreation

PO Box 219, Brooklyn Park SA 5032
Ph: (08) 7424 7625 Ph: (08) 7424 7633
Fax: (08) 7424 7674

TAS Office of Sport and Recreation

PO Box 646, Hobart TAS 7000
Ph: (03) 6233 5774 Fax: (03) 6233 5800

VicSport

Level 3, Sports House, 375 Albert Road
South Melbourne Vic 3205
Ph: (03) 9926 1385 Fax: (03) 9696 7931

WA Department of Sport and Recreation

PO Box 329, Leederville WA 69013
Ph: (08) 9492 9757 Fax: (08) 9492 9711

Sport and Recreation Departments (other)

Victoria

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

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) 8217 3111
<http://www.royallifesaving.com.au/www/html/397-first-aid.asp>

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 Program 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 Program?

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

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

The aim of the Program 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 Program include?

The Program provides broad protection across the following insurance areas:

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

**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, including 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 Program 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**
3. **Professional Indemnity Cover**
4. **Club Management Liability Cover*** including...
 - a. Directors and Officers Cover
 - b. Employment Practices Liability Cover
 - c. Employee Theft Cover

**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 Program's insurance cover for 2012.

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 with \$50 excess	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 scans**. 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.

** 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 Program 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 Program available to affiliated gymnastics clubs who are part of the National Risk Protection Program.

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 Program. 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@jlt.com.au

Telephone: 1300 130 373 (toll free)

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

Geoff Rietschel
Membership Services & Capability 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 me 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.