

Proposed changes: Community and Club Coach Courses in WA

What is the change?

Basketball WA is proposing to change the way that the Community and Club Coaching Courses are run throughout the state to allow greater flexibility within the accreditation system. The outline of the proposal is to allow associations to internally manage Basketball WA accredited courses where they have the resources to do so, aligning with the BWA Referee model of course delivery, proposed and changed earlier by Jessica Byrnes. In this document the changes are clearly outlined in their purpose, responsibilities, expectations and costs. Basketball WA recognises the need within the ever-expanding accreditation system to allow associations to have access to accrediting their members throughout the year at times and costs that are more beneficial for the associations moving forward. This change is for affiliated associations only. Non-affiliated associations will be required to contact Basketball WA with their request in regards to courses. Basketball WA will be managing and running all Association coaching courses. Where associations do not have the resources available, an individual quote based on costs will be sent to the association once the booking form has been received. Approval for your association to run courses in this format will be granted upon completion of the course request form that accompanies this document. Basketball WA will run the courses in this format for the remainder of 2017 and assess the system moving forward to 2018.

Purpose of the change

Over the past two years Basketball WA has seen an increase in participants to the Association Beginner Referee courses as well as the Level 1 Referee courses. The feedback that Basketball WA has received is that the running of the courses is now well established, however, arranging a course can be a lengthy and time consuming task while Basketball WA is handling the administration. For this reason Basketball WA will trial a new system of running the Association Beginner Referee courses and the Level 1 Referee courses allowing the associations to run these courses at times that suit them. Basketball WA understands that to allow this to happen there needs to be a very clear procedure as to how the system will run and the expectations of Basketball WA accredited courses run out of the associations.

The new system would allow associations to run courses at a time that best suits their association with no minimum number requirement. We have trialled two of these courses recently and the feedback from the associations involved regarding the process was positive.

Costs

Cost to Basketball WA from the association

- \$15 per person accreditation fee for Community Coach Course
- \$40 per person for Club Coach course.

Responsibilities

Association responsibilities

- Fill out and return booking form to BWA (BWA run or Association internally run booking forms available on the website)
- All Basketball WA accredited courses must be approved by Basketball WA no less than 3 weeks in advance.

- All registrations for the course will be advertised online at the Basketball WA website and open to the wider basketball community (unless at capacity with coaches from own association).
- Administration of registrations
 - We strongly recommend the use of Sports TG for your online registration
 - Return completed course attendees registration form (will be sent to association to complete)
 - Associations must supply accurate information for all participants who complete the course as well as information on any no-shows. Please ensure this is cleared marked on the spreadsheets who attended the course and who did not. The participant information is required to be sent to Basketball WA in the format requested.
- Arrange bookings – room and court.
- Pay presenter – Basketball WA's recommended rate is \$120 for the Community Course and \$300.00 for the Club Coach Course.
- Provide a contact person for late registrations to the course
- Pay the BWA invoice for course

Associations are not permitted to allow underage participants in either the Community Course or the Club Coach Course.

If, after the calculation of the costs, the associations deem that the cost of the bookings and fees is too high, Basketball WA are happy for that association to charge accordingly to cover their costs. All course costings above standard course prices, need to be approved by Dave Naylor from BWA to ensure that the costings for our members are within reason.

Basketball WA Responsibilities

- Ensure that all Basketball WA accredited courses are displayed on the website to allow registrations for all members.
- Assist associations in development of their referee programs through the funding and price of the courses.
- Work with associations to ensure there is a minimum of Association Beginner Referee Course presenter at each of our affiliated associations.
- Ensure database is up to date for coaches at all accreditation levels within the state
- Ensure timely processing of accreditations and sending out of certificates

Presenters responsibilities

- All Basketball WA approved presenters must comply to all requirements outlined by Basketball WA in regards to their Presenter Accreditation.
- All Basketball WA presenters will need to sign a position description outlining the requirements of being an approved Basketball WA presenter
- Failure to meet the requirements of the position description may result in Basketball WA revoking the rights of the presenter to present Basketball WA approved courses.

Registrations

Basketball WA strongly encourages the use of SPORTS TG as well as upfront payment upon registration to each of the accredited courses. SPORTS TG is a more effective way of obtaining registrations compared to manually taking registrations.

The following registration information is required for each participant that undertakes a course:

- First name
- Surname
- Gender
- Date of Birth
- Postal address including postcode
- Contact number
- Email address
- Association

All of the above information is required from each registration.

In regards to registrations, it is the associations decision as to how you deal with paid participants who withdraw from the course however this is Basketball WA's recommendation:

- Participants who withdraw from the course more than 24 hours from the course will be refunded (see below)
- No refunds for participants who withdraw from the course less than 24 hours prior to the course
- No refunds for participants who are no-shows on the day

Basketball WA recommend that the associations follow through with the above registration process.

If you have any issues or questions in regards to the accreditation system or this format or hosting courses please do not hesitate to contact me. I will be in touch with all affiliated associations shortly regarding these changes.

Regards

Dave Naylor

Coach Development and Pathways Manager

Ph: 6272 0742