



**SKATE AUSTRALIA  
ARTISTIC COACHING ACCREDITATION  
ELITE COACH**

**Policy & Course Guidelines 2012**

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COVER PHOTO

Coach: Charmaine Bond

Skaters: Tammy Bryant – World Champion Ladies Freeskating 1995

Jayson Sutcliffe – World Champion Men's Freeskating , Men's Combined 1995

Amanda Bryant – Senior Ladies Freeskating.

Australia's first World champions in freeskating 1995

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# ARTISTIC ELITE COACH POLICY AND GUIDELINES



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## SECTION 1: ACCREDITATION PROGRAM GENERAL INFORMATION AND ADMINISTRATION

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### ***1.1 DETAILS OF THE NSO***

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Skate Australia is a National Sporting Organisation, incorporated in the State of Queensland.

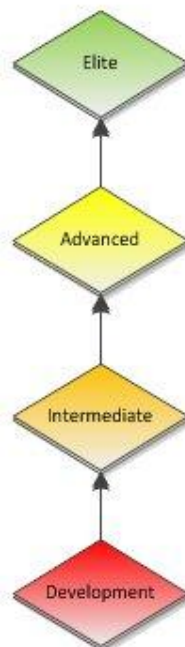
Coaches Education fits into the structure of the organisation as an integral part of the activities undertaken by the National Branches (i.e. Artistic, Speed, Roller Hockey, Roller Inline Hockey, Skateboarding, Roller Derby and Inline Skating).

The National Office through Accredited Course Coordinators is responsible for the coordination of all coaching courses. In turn Course Coordinators are appointed and charged with the responsibility for organising and conducting courses at State level.

### ***1.2 NAME OF THE COURSE***

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Artistic Elite Coach



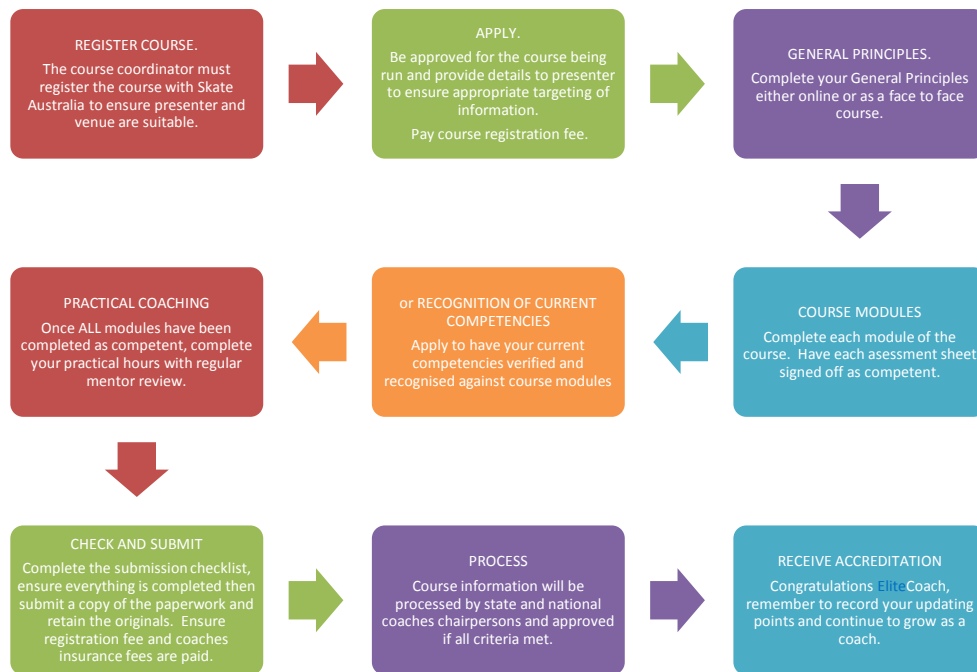
Skate Australia has a 4 tier Artistic accreditation structure that provides education, training and mentoring to coaches as they progress along the coaching pathway. This course is the top of these 4 levels and is recognition of the Elite coach for International Level.

Each course is split into 3 manuals, the first covers the course guidelines and policies. The second manual covers course assessment and new accreditation applications and the third covers updating.

This manual details the processes and requirements along this path to accreditation. In conjunction with the Course Assessment manual it contains all the information required to complete an Elite Artistic Coach course.

An Elite coach has demonstrated the ability to prepare skaters for world championship level competition over an extended period of time.

The basic process of becoming an Elite Artistic accredited coach follows a number of simple steps.



Whilst the entire process can be done to suit the availability of venue, presenter and suitable pupils the entire process **MUST** be completed within 12 months of registration for the course.

### ***1.3 INTEGRATED OR SEPARATE COACHING GENERAL PRINCIPLES COMPONENT***

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This course does not contain general principles modules.

All candidates are required to complete and pass a separate “Intermediate Coaching General Principles” of Coaching Course through the appropriate training providers. This can be done online or through an approved course provider such as SEAL <http://www.sealglobal.net/>. Proof of completion of the Intermediate Coaching General Principles course must be submitted with the application for this accreditation course.

### ***1.4 ACCREDITATION PROGRAM FEES***

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Course fees should be kept to a minimum to allow maximum access to accreditation.

Fees may vary depending on local costs for course venues and presenters. However, course fees will include the costs of compulsory texts, Skate Australia accreditation fee and other course costs such as facility hire, Skate Australia Registration Fee, administration and equipment.

### ***1.5 ENTRY PRE-REQUISITES***

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The following entry pre-requisites apply for entry into the Artistic Elite Coach Training Program.

- Current member of Skate Australia Inc
- Minimum 8 Years as an Advanced Coach.
- All participants must be a minimum of 20 years of age to enter the training program.

### ***1.6 VENUE***

---

The following is the minimum requirements for venues where training is to take place.

Theory    Lecture / Meeting room with suitable seating and audio-visual equipment as close as possible to the activity area to ensure maximum learning time.

Practical    Venue with appropriate equipment and space, to allow all participants to be catered for safely. Floor must be suitable for the skating / exercises to be performed.

## ***1.5 INSURANCE***

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Skate Australia holds a comprehensive insurance policy through IEA Insurance Brokers. This policy covers public liability cover (\$20M) and Professional Liability Insurance (\$1M) Skate Australia Membership offers this to all its coaches.

All course participants must be registered members of their local State Association prior to accreditation being granted. They must be insured as coaches through Skate Australia or have suitable private insurance, to ensure adequate insurance cover.

This membership and insurance must be maintained annually, whilst the participant is still actively coaching.

## ***1.6 COACH'S CODE OF BEHAVIOUR***

---

All coaches are required to complete the Skate Australia code of ethics agreement form and abide by these guidelines. Failure to comply with the code of ethics may result in disciplinary action or de-accreditation.

Coaches must complete a new code of ethics for each time they update or complete a new accreditation level.

Refer to the Application and Updating manuals for the code of ethics form.

## ***1.7 UPDATING POLICY***

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Each accreditation issued by the Skate Australia provides an expiry date of 4 years from the date of approval.

In order to update registration coaches must in a 4 year period:

- Re-do the current level of qualification, or
- Complete the 40 points (Hours) of updating activities.

From the time the coach is accredited until this expiry date they must record any activities for which they may claim updating points. These points are split into practical points and education points.

At the end of the updating period (just prior to expiry of the current accreditation) the coach must provide a completed ACCREDITATION UPDATE APPLICATION & Check List for the level at which they are accredited.

Refer to the Elite Coach Updating manual for Updating points table and Updating checklist.



## SECTION 2: QUALITY ASSURANCE

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### ***2.1 COMPLAINTS HANDLING PROCEDURE***

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Candidates seeking appeals on their assessment process must submit them in writing to the course coordinator within 30 days of receiving notification of their assessment outcome.

All grievances and appeals will be considered by the Course Design Sub-Committee who will inform the candidate of the process they used to consider their grievance and the outcome of their deliberations within 30 days of receiving the grievance / appeal.

### ***2.2 PRESENTER / ASSESSOR QUALIFICATIONS***

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*All prospective presenters must apply, and be approved, for presenting on all Skate Australia courses. Presenters for Artistic Elite Coaching course must have the following minimum qualifications:*

- *Successfully completed a Skate Australia Presenter Course or Successfully completed a Train the Trainer or Presentation Skills Course.*
- *Hold a current NCAS Accreditation as an Artistic Coach at Elite Level or higher.*
- *Have at least 4 years of experience coaching at Elite Level.*
- *Current membership in Skate Australia.*

#### **Course presenters shall:**

- Undergo a four (4) yearly review of performance by a designated Skate Australia reviewer and pass the review satisfactorily in order to have endorsement continued.
- Have access to a range of resources (technical and educational) as may be deemed necessary.
- Any assistant or trainee presenters must be supervised by an appropriately qualified presenter.

#### **Skate Australia shall have the right to:**

- Approve course presenters not covered by the above criteria after evaluation of such person's relevant experience and knowledge of the sport and having regard to the prevailing circumstances.
- Nominate a member of the course review panel to conduct random checks to assess the quality of delivery of the course being conducted.

All course Presenters/Assessors will be selected at the discretion of the State Coaching Chairperson or respective State Coaching Committee and approved by the National Coach Development Chairperson to ensure quality control of Presenters and Assessors.

Course coordinator reports and participant evaluations will be reviewed to ensure quality control of presenters.

### ***2.3 PRESENTER / ASSESSOR TRAINING***

---

Presenter / Assessor training is provided by Skate Australia or can be obtained through an approved Course.

All presenters are required to have completed presenter training as well as provide details of their updating activities within the skating year in which they are seeking accreditation as a presenter.

### ***2.4 MENTOR QUALIFICATIONS***

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*All prospective mentors must apply, and be approved, for mentoring on all Skate Australia courses. Mentors for Artistic Elite Coaches must have:*

- *Successfully completed a Skate Australia Mentor Course, successfully completed an approved Mentor Course or provided evidence of current competency as a mentor.*
- *Hold a current NCAS Accreditation as an Artistic Coach at Elite Level.*
- *Have at least 4 years of experience coaching at Elite Level.*
- *Current membership in Skate Australia.*

#### **Mentors shall:**

- Undergo a four (4) yearly review of performance by a designated Skate Australia reviewer and pass the review satisfactorily in order to have endorsement continued.
- Have access to a range of resources (technical and educational) as may be deemed necessary.
- Any assistant or trainee mentors must be supervised by an appropriately qualified mentor.

#### **Skate Australia shall have the right to:**

- Approve mentors not covered by the above criteria after evaluation of such person's relevant experience and knowledge of the sport and having regard to the prevailing circumstances.
- Nominate a member of the course review panel to conduct random checks to assess the quality of mentoring being conducted.

All mentors will be selected at the discretion of the State Coaching Chairperson or respective State Coaching Committee and approved by the National Coach Development Chairperson to ensure quality control of Mentors.

Course coordinator reports and participant evaluations will be reviewed to ensure quality control of mentors.

## ***2.5 MENTOR TRAINING***

---

Mentor training is provided by Skate Australia or can be obtained through an approved Course.

All mentors are required to have completed mentor training as well as provide details of their updating activities within the skating year in which they are seeking accreditation as a mentor.

## ***2.6 DESIGN AND REVIEW RESPONSIBILITY***

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The following people will form Skate Australia's Course Design and Sub-committee.

National Executive Officer	Mat Helmers
National Participation Manager	Aaron Sprigg
AACC Chairperson	Barry Andrews
All Members of the AACC committee	

## ***2.7 ACCREDITATION PROGRAM EVALUATION AND REVIEW PROCESSES***

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In addition to the Course Evaluation Questionnaire provided in the Workbook and Assessment Manual, the following methods will be used to assess and review the courses:

- Informal discussions will be held between Skate Australia and course presenters following courses throughout Australia. These discussions will allow presenters / assessors to present their honest opinions on how the course organisation, administration and content can be improved.
- Data on course participation numbers, and progressing to the next level will be analysed on a regular basis.
- The course will undergo a thorough review every four years, and input sought from State AACC Chairpersons, Artistic High Performance Coach and Skate Australia Course Design Group members. Appropriate amendments will be made and the course will be submitted to the ASC for renewed registration.

## SECTION 3: ASSESSMENT

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### ***3.1 RECOGNITION OF CURRENT COMPETENCE***

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There will be no honorary accreditation. All coaches must satisfy the competencies of each particular level of accreditation.

However, candidates may apply for exemptions from all or sections of each course. This application will be required to be made on the appropriate application form, available from the National Office and supported by relevant documentation. These applications will be considered by the Course Design Review Sub-Committee.

The Skate Australia Assessment Policy is contained in the Assessment manual for this course.

a) RCC Assessment

- The State AACC Chairperson and National AACC Chairperson will act as the RCC assessor for all Skate Australia Artistic NCAS courses.
- The RCC assessment can only be carried out when the applicant provides evidence of the relevant competencies that they believe they hold. This is achieved through completing the RCC application form and forwarding this with the required fees to the State AACC Chairperson.
- The following sequential process has been established as the procedure to be followed when a person wishes to obtain credit for prior learning or current competencies.

#### **Step 1 – Request**

Applicants who consider applying for RCC will contact the State AACC Chairperson who will provide a brief explanation about the RCC process and advice to the applicant. An Assessment manual will then be forwarded to the applicant.

#### **Step 2 –Application**

- Applicants will utilise the information contained within the RCC application form to conduct a self-assessment against the training program learning outcomes.
- Applicants will need to consider if and how they have achieved each learning outcome and if they can satisfy the performance criteria by submitting valid, sufficient, authentic and current evidence.
- Applicants will need to gather all relevant supporting documentation and complete the RCC application form with honest, clear, complete and concise information.
- The completed application form with supporting documentation will then be forwarded the State AACC Chairperson.

### Step 3 – Assessment

- On receipt of an application, the State AACC Chairperson will review the application to determine the completeness and relevance of the documentation. The State AACC Chairperson may consult with the National AACC Chairperson as part of this review.
- The State AACC Chairperson will advise the applicant of any deficiencies that must be rectified or addressed before the application can proceed.
- A judgment must be made about whether the applicant wholly or partially meets the requirements.
- The State and National AACC Chairpersons will check that the evidence submitted conforms to the following RPL principles:
  - Validity (is the evidence relevant?)
  - Sufficiency (is there enough evidence?)
  - Authenticity (is the evidence a true reflection of the candidate?)
  - Currency (is the evidence recent; was a qualification obtained within the last four years? Can the person demonstrate the required competencies now?)
- In the event of partial completion of the learning outcomes, the National AACC Chairperson will outline which performance criteria still need to be achieved, and preferably what evidence is still required.
- Options Include:
  - Supply further supporting documentation.
  - Work with a mentor to obtain the required competencies.
- The State AACC Chairperson will complete and return assessors' report with recommendations.
- The State AACC Chairperson may need to meet to discuss issues with the applicant during the assessment process. The meeting could take the form of a teleconference.
- The National AACC Chairperson will keep records of all RPL applications for seven years.

### Step 4 – Notification

- The National AACC Chairperson will notify the applicant of the decision within two months of receiving the application.
- Successful applicants for RCC will receive confirmation documentation.

## Step 5 – Appeal

- The applicant has the right to appeal the National Coach Development Manager’s decision, if they believe the decision is unfair, unjust or the information has been misinterpreted the evidence.
- In the case of an appeal, an assessment panel will be established that will consist of the following personnel:
  - National AACC Chairperson (original RPL assessor)
  - An independent qualified assessor.
- This assessment panel will review all material available and make a decision to either:
  - Grant recognition; or
  - Deny recognition.
- The RPL review assessment panel will notify the applicant of the decision within two months of receiving the appeal.
- The decision of the RPL review assessment panel will be final.

## ***3.2 Flexible Delivery***

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Skate Australia is committed to providing flexibility in assessment methods used when necessary. This includes:

- *Using oral instead of written workbook where appropriate*
- *Using video of practical coaching for assessment purposes*

Considering any request from candidates for flexibility within the framework of ensuring fairness for others, and integrity of the assessment process overall.

Additionally the course is designed to be modular to allow for available venue time and participants ability to attend.

Intermediate coaching general principles may be done online or at an approved course.

All practical units can be completed in the one day or they may be spread out over a longer period with one or more units being completed at a time. Individual units must be completed in the one session.

### ***3.3 Implementation Strategy***

---

The Artistic Elite Coach accreditation course is implemented as a number of practical and theoretical units. Each of these units is designed to target specific areas of the coaches development with the total combining to ensure the coach is exposed to as wide a variety of experiences as possible within the timeframe of the course.

By separation into units coaches are able to repeat one or more modules without the necessity to redo the entire course. This ensures areas of weakness are able to be identified and the coach assisted with any problem areas.

### ***3.4 Number of Participants***

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The Artistic Elite Coach accreditation course can have a ratio of Course Presenter to Participants of between 1 and 5. That is no more than 5 participants per presenter for a single course.

### ***3.5 Physical Screening Check***

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All participants must have a personal fitness level that will enable them to perform their normal coaching duties and where required demonstrate skills at a slow pace. Demonstrations are not compulsory and they are performed at the individual participant's discretion.

All participants must sign a pre course letter providing information to the presenter regarding any disability which may impede participation in some practical elements.

### ***3.6 Attendance Requirements***

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Participants must be assessed as competent in order to be eligible for accreditation. While the course is offered at a time that considers the needs of the participants some coaches may need to attend two or more courses to complete each of the course units. In this case coaches will only pay the registration fee for one course.

If the coach undertakes part of the course in one State and is required to complete the remaining units in a different State, they will only be required to pay one course registration fee. A letter from the initial State AACC must be forwarded to the secondary State AACC for confirmation.



### ***3.7 Completion***

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Participants must complete all assessment tasks to the course within a 12 month period from commencement date otherwise NO accreditation will be granted. If participants do not complete the tasks within the required time frame, the entire course will have to be completed again.

This will result in additional course fees to be paid by the participant.

### ***3.8 Supervision or Mentoring of Coaching Practice***

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**Q. What is required?**

A. To attain the Artistic Elite Coach accreditation you are required to, in addition to other course requirements, complete a minimum of 40 hours practical coaching. At least half of this must be supervised.

**Q. When does this need to be completed by?**

A. You are required to submit the completed Practical Coaching Recording Form to Skate Australia **within twelve (12) months** of the commencement of the course.

**Q. How do I do this?**

A. The area of practical coaching is the area that usually causes the most questions. It is the intent that the 30 hours is spent involved in the training of athletes. The athletes can be of any age, sex or level of competition. Involvement in the training process is described as any of all of the following “observation or supervision, program design and assessment”.

**Q. Who so I do this with?**

A. It is the intent that it is undertaken by a person who holds a current Elite Artistic Coach Accreditation. However practical coaching for coaches in rural and regional areas can be negotiated through Skate Australia.

**Q. What is a mentor coach?**

A. The aim of supervised coaching is to gain the benefits associated with having a “mentor” coach, someone to guide you through the attainment of practical skills and to provide you support and assistance with any coaching queries you may have.

### ***3.9 Supervision or Mentoring Credit***

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Supervising coaches will receive education updating credit for the number of hours spent on supervising the Artistic Elite Coach.

## SECTION 4: ACCREDITATION PROGRAM DESCRIPTION

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### 4.1 COMPETENCY STATEMENTS

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Competency statements are broad descriptions of the expectations of coaches who should eventually obtain their Elite Level accreditation. These are the statements that have formed the basis for designing this Competency Based Training document for prospective Elite Level coach candidates.

In other words a *competency statement* defines what an Elite Level Coach must be able to 'DO' in order for them to achieve all or part of the Elite Level accreditation. Ideally any Elite Level courses conducted will ensure that coaches achieve the required standards described in the **competency statements** below.

An important philosophical principle in this endeavour is that no candidate identified and/or approved as being capable of achieving all the Elite Level competencies will be failed. Rather, it will be a matter of time in which competencies are assessed and achieved on the first or any subsequent occasion. To this end, it will be imperative that on-going support, direction, guidance and advice be given to each individual participant to enable them to achieve the required competencies.

The competency statements in this section state in general terms what is expected of the Elite Level coach. In Section 5 these competencies are translated into learning outcomes for the education and training that are intended to develop the competencies. The "learning outcomes" in Section 5 attempt to show the context clearly.

#### **Preparation and Planning:**

- ✓ Prepare, plan and organise a training session for Elite skaters.
- ✓ Organise human and physical resources appropriate to the needs of training and competition for Elite level skaters.

#### **Conduct:**

- ✓ Facilitate learning of the fundamental skills incorporated in Artistic Skating.
- ✓ Conduct training sessions appropriate for all Elite level skaters.
- ✓ Communicate effectively with the players and others involved in the sport

#### **Monitor and Review:**

- ✓ Observe and assess the skaters performance and provide feedback.
- ✓ Ensure safety of self and others and manage emergency situations.
- ✓ Ensure a safe training environment is provided.

**Evaluate:**

- ✓ Evaluate achievement of the training session and the effectiveness of coaching behaviours.

**Adapt:**

- ✓ Identify and implement the appropriate modifications in future sessions/competitions.

## **4.2 ASSESSMENT**

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All participants are required to actively participate in workshop and discussion groups, complete worksheets and undertake practical tasks as per the course outline. The Elite level coaching course is based upon the ability to teach the requirements for GOLD level proficiency tests in one of the key disciplines of Figures, Dance or Free skating.

**a) Short answer worksheet:**

The worksheet is aimed at assessing the candidate's comprehension of various underpinning knowledge aspects of the theory modules. There is one theory worksheet for the Elite Coach course. Answer guides are available to assessors marking the worksheets. All questions must be answered to the standard outlined in the answer guide to successfully complete this aspect.

Candidates are permitted to access all course materials, and may consult with others when completing the worksheets. Candidates may re-submit the worksheets as many times as necessary to meet the requirements of this assessment task.

**b) Practical:**

This assessment is aimed at assessing the candidate's practical ability to effectively and safely coach Elite Level skating skills. The coaching task is both a learning and assessment tool. This assessment task is completed in course.

- The coaching task should be of at least 15 minutes duration.
- Any suitable level of athlete may be involved, and course participants should ideally not be used as athletes, however can be used when necessary.
- An assessment checklist is provided in the Workbook and Assessment Manual. This details the skills / competencies the coach must demonstrate. The candidate must be rated as competent on all aspects of the assessment checklist to pass.
- Candidates may re-take the practical assessment as many times as necessary to achieve competency.

**c) Assessment Arrangements:**

The assessment activity will take place as part of an Elite Coaching Course. Venue and paperwork will be provided as part of the course. Participants may be required to provide skaters for the assessment task.

## 5.0 TRAINING PROGRAM SYLLABUS

### 5.1 TRAINING PROGRAM SYLLABUS

Unit	Nominal Duration	Unit Delivery	Assessment
<b>GENERAL PRINCIPLES MUST BE COMPLETED IN ADDITION TO PRACTICAL</b>			
<b>COMPULSORY UNITS – MUST COMPLETE ALL</b>			
Unit 1	30 min	Introduction	Nil
<b>ELECTIVE UNITS – MUST COMPLETE ANY 4</b>			
Unit 2	120 mins	Specific Skills Elective – Singles 1	Practical Evaluation
Unit 3	120 mins	Specific Skills Elective – Singles 2	Practical Evaluation
Unit 4	120 mins	Specific Skills Elective – Singles 3	Practical Evaluation
Unit 5	120 mins	Specific Skills Elective – Singles 4	Practical Evaluation
Unit 6	120 mins	Specific Skills Elective – Figures 1	Practical Evaluation
Unit 7	120 mins	Specific Skills Elective – Figures 2	Practical Evaluation
Unit 8	120 mins	Specific Skills Elective – Figures 3	Practical Evaluation
Unit 9	120 mins	Specific Skills Elective – Figures 4	Practical Evaluation
Unit 10	120 mins	Specific Skills Elective – Dance 1	Practical Evaluation
Unit 11	120 mins	Specific Skills Elective – Dance 2	Practical Evaluation
Unit 12	120 mins	Specific Skills Elective – Dance 3	Practical Evaluation
Unit 13	120 mins	Specific Skills Elective – Dance 4	Practical Evaluation
<b>EXAMINATION AND EVALUATION – MUST COMPLETE</b>			
Unit 14	30 mins	Examination	Marking
Unit 15	30 mins	Evaluation	Nil
<b>Sub Total</b>	<b>9.50 hrs</b>		
Practical Coaching Hours	40 hours	Practical hours must include at least 50% of time with mentor / supervisor. All hours must be signed off by supervisor or delegate.	Supervision
<b>Total</b>	<b>49.5hrs</b>		

## **5.2 UNIT OUTLINES**

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### **UNIT 1 INTRODUCTION TO THE COURSE**

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#### **Aim:**

- This unit will provide the coach with the knowledge and understanding of the role of accreditation in ensuring the standards of coaching.
- It will also provide the coach with an understanding of the role of Skate Australia and the Australian Sports Commission in maintaining the quality of coaching through accreditation and upgrading schemes.

**Duration:** 30 minutes.

#### **1.1 Learning Outcomes:**

On successful completion of this unit the coach will be able to:

- Locate the various facilities and amenities during the course.
- Name the course presenters.
- Understand the assessment requirements of this course level.
- Describe the objectives of Skate Australia's coach accreditation schemes.
  - Understand the relationship between coach accreditation and standards of coaching
  - Describe SA's Coach Updating Policy
  - Understand the relationship between coach accreditation and standards of coaching

#### **1.2 Learning Experiences:**

- Lecturer will introduce themselves and the names of any other lecturers and what units they will be presenting.
- Outline the logistics, duration of course, timetable, amenities and facilities for the duration of the course.
- Describe the general competency aims of this course.
- Outline the structure of Skate Australia's coach education courses.
- Outline Skate Australia's Coach Updating Policy.
- Outline assessment requirements of the course

#### **1.3 Assessment:**

Nil.

#### **1.4 References:**

OHP Slides and/or Power Point  
Skate Australia's Artistic Elite Coach course syllabus  
Skate Australia's Updating Policy

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## UNIT 2      **SPECIFIC SKILLS ELECTIVE – SINGLES 1 (CAMEL SPINS)**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Camel spins involved with freeskating at an Elite Level.

**Duration:**

120 Minutes.

**2.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- An Inverted Camel spin.
- A Layover Camel spin.
- A Heel Camel spin.
- A Broken Ankle spin.
- Correct posture over the skate for spinning.
- Identifying cheated spins and how to correct.
- Safety associated with spinning, particularly broken ankle Camels to skaters of younger age.

**2.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the spins.
- Coach then allows skaters to attempt the spin and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**2.3 Assessment**

Practical assessed by supervisor.

**2.4 References**

The content for this unit is based on:

The Skate Australia Free skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 3      SPECIFIC SKILLS ELECTIVE – SINGLES 2 (SIT SPINS)**

---

**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Sit spins involved with freeskating at an Elite Level.

**Duration:**

120 Minutes.

**3.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- A Jump Sit spin.
- A jump – Sit - Jump - Change - Sit spin.
- A Camel – sit - change Camel spin.
- A Camel jump change Sit Combination spin.
- Correct posture over the skate for spinning.
- Identifying cheated spins and how to correct.
- Safety associated with spinning.

**3.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the spins.
- Coach then allows skaters to attempt the spin and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**3.3 Assessment**

Practical assessed by supervisor.

**3.4 References**

The content for this unit is based on:

The Skate Australia Free skating manual.  
The Skate Australia Artistic Skating Dictionary

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## **UNIT 4      SPECIFIC SKILLS ELECTIVE – SINGLES 3 (TOE JUMPS)**

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### **Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Toe Jumps involved with freeskating at an Elite Level.

### **Duration:**

120 Minutes.

### **4.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- A Triple Mapes Jump.
- A Double Mapes Comination Jump with any other Double Jump.
- A Double Lutz Comination Jump with any other Double Jump.
- A Double Flip Comination Jump with any other Double Jump.
- Correct posture over the skate for jumping.
- Correct wrap technique for jumping.
- Identifying cheated jumps and how to correct.
- Safety associated with jumping.

Note: Euler or Loop may be used in any combination jumps to link double jumps.

### **4.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the jumps.
- Coach then allows skaters to attempt the jump and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

### **4.3 Assessment**

Practical assessed by supervisor.

### **4.4 References**

The content for this unit is based on:

The Skate Australia Free skating manual.  
The Skate Australia Artistic Skating Dictionary



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## **UNIT 5      SPECIFIC SKILLS ELECTIVE – SINGLES 4 (EDGE JUMPS)**

---

### **Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Edge Jumps involved with freeskating at an Elite Level.

### **Duration:**

120 Minutes.

### **5.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- A Double Axel Jump.
- A Double Boeckl Jump.
- A triple Salchow Jump.
- A Combination Jump with at least three double Jumps.
- Correct posture over the skate for jumping.
- Correct wrap technique for jumping.
- Identifying cheated jumps and how to correct.
- Safety associated with jumping.

### **5.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the jumps.
- Coach then allows skaters to attempt the jump and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

### **5.3 Assessment**

Practical assessed by supervisor.

### **5.4 References**

The content for this unit is based on:

The Skate Australia Free skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 6      SPECIFIC SKILLS ELECTIVE – FIGURES 1 (THREE TURNS)**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Three Turn figures involved with figure skating at an Elite Level.

**Duration:**

120 Minutes.

**6.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Figure 13.
- Figures 29a and 29b.
- Figures 34a and 34b.
- Figures 36a and 36b.
- Figures 37a and 37b.
- Correct posture over the skate for figures.
- Correct placement of three turns.
- Identifying cheated three turns and how to correct.
- Safety associated with three turns.

**6.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the figures.
- Coach then allows skaters to attempt the figure and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**6.3 Assessment**

Practical assessed by supervisor.

**6.4 References**

The content for this unit is based on:

The Skate Australia Figure skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 7      SPECIFIC SKILLS ELECTIVE – FIGURES 2 (BRACKETS / COUNTERS)**

---

**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Bracket and Counter turn figures involved with figure skating at an Elite Level.

**Duration:**

120 Minutes.

**7.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Figures 33a and 33b.
- Figures 40a and 40b.
- Figures 41a and 41b.
- Figures 22a and 22b.
- Figures 23a and 23b.
- Correct posture over the skate for figures.
- Correct placement of turns.
- Identifying cheated turns and how to correct.
- Safety associated with bracket and counter turns.

**7.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the figures.
- Coach then allows skaters to attempt the figure and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**7.3 Assessment**

Practical assessed by supervisor.

**7.4 References**

The content for this unit is based on:

The Skate Australia Figure skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 8      SPECIFIC SKILLS ELECTIVE – FIGURES 3 (ROCKERS / OTHER)**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Rocker and back serpentine figures involved with figure skating at an Elite Level.

**Duration:**

120 Minutes.

**8.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Figures 20a and 20b.
- Figures 21a and 21b.
- Figures 24a and 24b.
- Figures 25a and 25b.
- Correct posture over the skate for figures.
- Correct placement of turns.
- Identifying cheated turns and how to correct.
- Safety associated with rocker turns.

**8.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the figures.
- Coach then allows skaters to attempt the figure and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**8.3 Assessment**

Practical assessed by supervisor.

**8.4 References**

The content for this unit is based on:

The Skate Australia Figure skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 9      SPECIFIC SKILLS ELECTIVE – FIGURES 4 (LOOPS)**

---

**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Loop figures involved with figure skating at an Elite Level.

**Duration:**

120 Minutes.

**9.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Figures 31a and 31b.
- Figure 35a and 36b.
- Figure 39a and 39b.
- Correct posture over the skate for loop figures.
- Safety associated with loop figures.

**9.2 Learning Experiences**

- With a single skater.
- Coach will teach each of the figures.
- Coach then allows skaters to attempt the figure and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**9.3 Assessment**

Practical assessed by supervisor.

**9.4 References**

The content for this unit is based on:

The Skate Australia Figure skating manual.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 10    SPECIFIC SKILLS ELECTIVE – DANCE 1**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Dench Blues, Flirtation Waltz, 14 Step, Carroll Swing and Harris Tango involved with dance skating at an Elite Level.

**Duration:**

120 Minutes.

**10.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Dench Blues (Solo and Couples).
- Flirtation Waltz (Solo and Couples).
- 14 Step (Solo and Couples).
- Carroll Swing (Solo and Couples).
- Harris Tango (Solo and Couples).
- Correct posture over the skate for dance skating.
- Correct patterning for each of the dances.
- Safety associated with dance skating.

**10.2 Learning Experiences**

- With 2 skaters.
- Coach will teach each of the dances as solo and where specified will show couples holds and position changes if any.
- Coach then allows skaters to attempt the dance and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**10.3 Assessment**

Practical assessed by supervisor.

**10.4 References**

The content for this unit is based on:

The Skate Australia Dance skating manuals 1, 2 and 3.  
The Skate Australia Artistic Skating Dictionary

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**UNIT 11    SPECIFIC SKILLS ELECTIVE – DANCE 2**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the International Waltz, Imperial Tango, Windmill Waltz and Rocker Foxtrot involved with dance skating at an Elite Level.

**Duration:**

120 Minutes.

**11.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- International Waltz (Solo and Couples).
- Imperial Tango (Solo and Couples).
- Windmill Waltz (Solo and Couples).
- Rocker Foxtrot (Solo and Couples).
- Correct posture over the skate for dance skating.
- Correct patterning for each of the dances.
- Safety associated with dance skating.

**11.2 Learning Experiences**

- With 2 skaters.
- Coach will teach each of the dances as solo and will show couples holds and position changes if any.
- Coach then allows skaters to attempt the dance and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**11.3 Assessment**

Practical assessed by supervisor.

**11.4 References**

The content for this unit is based on:

The Skate Australia Dance skating manuals 1, 2 and 3.  
The Skate Australia Artistic Skating Dictionary

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## **UNIT 12    SPECIFIC SKILLS ELECTIVE – DANCE 3**

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### **Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Kilian, Westminster Waltz, Iceland Tango, Pacifica Foxtrot and Argentine Tango involved with dance skating at an Elite Level.

### **Duration:**

120 Minutes.

### **12.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Kilian (Solo and Couples).
- Westminster Waltz (Solo and Couples).
- Iceland Tango (Solo and Couples).
- Pacifica Foxtrot (Solo and Couples).
- Argentine Tango (Solo and Couples).
- Correct posture over the skate for dance skating.
- Correct patterning for each of the dances.
- Safety associated with dance skating.

### **12.2 Learning Experiences**

- With 2 skaters.
- Coach will teach each of the dances as solo and will show couples holds and position changes if any.
- Coach then allows skaters to attempt the dance and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

### **12.3 Assessment**

Practical assessed by supervisor.

### **12.4 References**

The content for this unit is based on:

The Skate Australia Dance skating manuals 1, 2 and 3.  
The Skate Australia Artistic Skating Dictionary



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**UNIT 13    SPECIFIC SKILLS ELECTIVE – DANCE 4**

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**Aim:**

- This unit will provide the coach with the opportunity to demonstrate correct technique for the Starlight Waltz, Quickstep, Italian Foxtrot, Paso Doble and Viennese Waltz involved with dance skating at an Elite Level.

**Duration:**

120 Minutes.

**13.1 Learning Outcomes**

On successful completion of this unit the coach will understand and have demonstrated how to teach:

- Starlight Waltz (Solo and Couples).
- Quickstep (Solo and Couples).
- Italian Foxtrot (Solo and Couples).
- Paso Doble (Solo and Couples).
- Viennese Waltz (Solo and Couples).
- Correct posture over the skate for dance skating.
- Correct patterning for each of the dances.
- Safety associated with dance skating.

**13.2 Learning Experiences**

- With 2 skaters.
- Coach will teach each of the dances as solo and will show couples holds and position changes if any for the Rotation Foxtrot.
- Coach will teach the skaters the couples version of Princeton polka in full and have them skate this dance either partnered by the coach or partnering each other.
- Coach then allows skaters to attempt the dance and offers correction or encouragement where required.
- Care to be taken to ensure the demonstration is broken down into simple terms, and that skaters understand what is explained to them.
- Care to be taken to ensure the skaters are warned of any dangers and safe practice methods are taught.

**13.3 Assessment**

Practical assessed by supervisor.

**13.4 References**

The content for this unit is based on:

The Skate Australia Dance skating manuals 1, 2 and 3.  
The Skate Australia Artistic Skating Dictionary

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## **UNIT 14 QUESTIONNAIRE**

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**Aim:**

- This unit will assess the coaches knowledge of theoretical information covered in the Elite Artistic coaching course.

**Duration:**

30 minutes.

**14.1 Learning Outcomes**

On successful completion of this unit the coach will have been assessed on theory aspects of the Elite Artistic coaching course.

**14.2 Learning Experiences**

- Written exam 50% multiple choice, 50% written.

**21.3 Assessment**

All answers MUST be correct to pass.

Coach is allowed as many attempts as required to pass the exam.

Any reference manuals from the course may be used during the assessment.

**14.4 References**

Nil

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## **UNIT 15    EVALUATION**

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### **Aim:**

- To finalise accreditation details, advise coach of any areas where they could do more work and complete registration of completed course.

### **Duration:**

30 minutes.

### **15.1 Learning Outcomes**

On successful completion of this unit the coach will have all assessment papers completed and if these have been successfully passed, they can be added to other necessary paperwork for submission to Skate Australia for accreditation.

### **15.2 Learning Experiences**

- Discussion with presenter, completion of final details on report forms.

### **15.3 Assessment**

Passing in all sections of course.

### **15.4 References**

Nil



## SECTION 5: Application to Coordinate Accreditation Course

### APPLICATION TO COORDINATE AN ARTISTIC ELITE COACH COURSE

**Name:** \_\_\_\_\_

**Membership No:** \_\_\_\_\_

**Contact :** (PH) \_\_\_\_\_ (A/H) \_\_\_\_\_

**Email:** \_\_\_\_\_

Course to be held at \_\_\_\_\_

From \_\_\_\_/\_\_\_\_/\_\_\_\_ until \_\_\_\_/\_\_\_\_/\_\_\_\_

**PRESENTER QUALIFICATIONS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by State Chair of Coaching**

Name \_\_\_\_\_

Signed \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Approved by National Chair of Coaching**

Name \_\_\_\_\_

Signed \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

*Office use only:*

*Date Received :* \_\_\_\_/\_\_\_\_/\_\_\_\_

*Membership Expiry Date:* \_\_\_\_/\_\_\_\_/\_\_\_\_

*Approved/Rejected :* \_\_\_\_\_

*Date Notified :* \_\_\_\_/\_\_\_\_/\_\_\_\_

## SECTION 6: Presenters Application

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### APPLICATION FOR ARTISTIC ELITE COURSE PRESENTER

**Name:-** \_\_\_\_\_ **- Surname:** \_\_\_\_\_ **Birth Date:** \_\_\_\_\_

**Address:-** \_\_\_\_\_ **State:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_ **P/Code:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **SA ID No:** \_\_\_\_\_

**Active Member**       **Non Active Member**

Approval required for the following Units:

UNIT	DESCRIPTION	REQUESTED	APPROVED
Unit 1	Course Introduction		
Unit 2	Equipment Theory		
Unit 3	General Skills		
Unit 4	Specific Skills - Edges		
Unit 5	Specific Skills - Stroking		
Unit 6	Specific Skills - Turns		
Unit 7	Specific Skills – Hops and Jumps		
Unit 8	Specific Skills - Spins		
Unit 9	Examination		
Unit 10	Evaluation		



ARTISTIC ELITE COACH POLICY AND GUIDELINES



Grounds for Application (please attach supporting documentation including a copy of Professional Indemnity Insurance Policy) :

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<i>Office use only:</i>			
<i>Date Received :</i>	____/____/____	<i>Membership Expiry Date:</i>	____/____/____
<i>Accreditation Level :</i>	_____	<i>Expiry Date :</i>	____/____/____
<i>Insurance To:</i>	____/____/____	<i>Approved/Rejected :</i>	_____
<i>Date Notified :</i>	____/____/____		





## SECTION 8: Pre Participation Questionnaire

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The following information is aimed at enhancing the quality and safety of your learning experience during the course and streamlining our administration. Please read carefully through this document, and respond where appropriate.

Name: \_\_\_\_\_

I am participating in a Artistic Elite Coaching Course from

\_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ at

\_\_\_\_\_(Venue)

The course is being run by : \_\_\_\_\_

Registration fee of \$25.00 paid on \_\_\_\_/\_\_\_\_/\_\_\_\_

### Physical Activity During Course

During this course there may be practical sessions, during which some physical activities may be performed. It is important to let us know prior to commencement of the course that unless otherwise stated, all activity, physical participation in the skill development exercises is optional.

Additionally, if you do decide to participate it is quite okay to terminate your physical involvement at any time. Whilst it may be best to explain to the lecturer your situation, you will not be disadvantaged by not actively participating in any of the exercises.

To help us provide you with the safest activities and exercise levels, we ask that you please complete the section below and hand it to the course coordinator prior to the commencement of the course eg on the morning prior to the start or mail it back prior to the course date.

- ◆ I understand that there may be physical activities during the course, and that my participation is optional. I also understand the importance of bringing to your attention the following injuries, injury potential, or medical condition that may affect my ability to safely participate in physical exercise. I have listed all these below:

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**Briefly describe your coaching experience**

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**Have you taken other similar training courses in other sports or industries? If so, please list them and tell us what you did or didn't enjoy about these courses.**

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**What age groups and levels of ability of athletes are you currently exposed to?**

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**How are you hoping to use the information and skills you develop during this course?**

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_