

De-Accreditation of NCAS Coaches and NOAS Officials Policy



Background

The Australian Sports Commission (ASC) maintains a database of accredited coaches and officials through the National Coaching and Officiating Accreditation Schemes (NCAS and NOAS). This database is a joint initiative of the ASC and National Sporting Organisations (NSOs). The database contains a record of coaches and officials who have achieved a NCAS or NOAS accreditation. The data pertaining to each sport is owned by AusDBF. Coaches and officials are accredited for up to four years, depending on the NCAS or NOAS accreditation they hold. During this time they are expected to coach or officiate and undertake further educational activities to become re-accredited at the end of their accreditation period.

Coaches and officials who fail to update their accreditation are no longer recognised as a NCAS accredited coach or a NOAS accredited official. Accredited coaches and officials must agree to abide by the NSO's Code of Behaviour, and acknowledge that AusDBF may take disciplinary action against them if they breach the Code of Behaviour, which may include de-accreditation from the NCAS or NOAS. In the event of an allegation, the NSO is required to implement a complaints handling procedure in accordance with the principles of natural justice.

AusDBF must recommend to the ASC the removal of a coach or official from the database. The ASC does not de-accredit coaches or officials without recommendation and consultation from AusDBF.



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Disciplinary actions

The following disciplinary actions, singly or in combination, may be applied by the NSO to coaches

or officials who breach the Code of Behaviour:

- a verbal apology
- a written apology
- a letter of reprimand from the sporting organisation
- a fine or levy
- a referral to counselling
- the removal of certain privileges of membership or employment
- a demotion or salary reduction
- a temporary suspension with or without the payment of salary
- the termination of employment or contract
- DE-ACCREDITATION – the withdrawal of accreditation for a set time or for life

It should be noted that the ASC's ability to discipline a coach or official is limited to complying with a request by AusDBF to de-accredit a coach or official. The ASC is not in a position to take any action against unaccredited coaches and officials who behave improperly. AusDBF should play the primary role in monitoring the behaviour of its coaches and officials and recommending deaccreditation where necessary.

De-accreditation procedure

1. AusDBF seeking to de-accredit a coach or official must provide evidence to the ASC that a complaints handling procedure was correctly implemented in accordance with the principles of natural justice before a coach or official can be de-accredited.

2. The ASC will request AusDBF to provide all documentation of the investigation and provide the ASC with a copy of the complaints handling procedure, which was used during the investigation.

3. The ASC's Coaching and Officiating Unit will determine:

- (a) whether the principles of natural justice were followed during the investigation; and
- (b) whether the merits of the complaint have been made out. AusDBF may be required to provide additional information at this time.

4. If the ASC considers that the merits of the complaint have not been made out, it may refuse, at its absolute discretion, to de-accredit the coach or official and consult with the AusDBF on further action.

5. If the ASC considers that the merits of the complaint have been made out, the ASC will notify the coach or official, in writing, that AusDBF has recommended their de-accreditation. The coach or official will also receive a copy of the *De-Accreditation of NCAS Coaches and NOAS Officials Policy*.

6. The coach or official can appeal against the decision, in writing, on the grounds that the basic principles of natural justice were not followed during the investigation or hearing, within

two weeks of the notification of de-accreditation from the ASC. The coach or official does not have any right to have the merits of the complaint reviewed by the ASC.

If the coach or official decides to appeal against the decision:

7. The ASC will use the National Sports Dispute Centre to conduct the appeal. Follow-up action will be determined by the outcome of the appeal.

If the coach or official does not appeal within two weeks or the result of the appeal is to deaccredit the coach/official:

8. The ASC will discontinue the accreditation and the coach or official will no longer have a current NCAS or NOAS qualification in that sport.

9. The ASC will notify the coach or official and the NSO of the de-accreditation.

10. Where the coach or official holds an accreditation in a number of sports, the ASC will inform the other NSOs of the de-accreditation. (It is the other NSO's responsibility to determine what action should be taken on notification of a coach's or official's de-accreditation from another sport).



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