

BACKGROUND

In line with the vision of the World Skate (WSK), Olympic Skateboarding, Coach Development Strategy (CDS), “to make skateboarding more accessible and provide safeguarding of Olympic skateboard coaching practice through the inclusive availability of a recognised learning pathway that is aligned to an international accreditation standard”, this document addresses priority area 1.3a (within the strategy) and serves as the certification guideline to become WSK recognised to implement Level 1 and/or Level 2 of the Coach Education and Accreditation System (CEAS) learning programs.

National Federations (NFs) with an established history of skateboard coach education—recognised by their National Olympic Committee (NOC) or the relevant body as defined in that nations domestic sport system—are now eligible to apply for official WSK recognition as Certified Education Providers. WSK is dedicated to ensuring a consistent and high standard of every CEAS program, through community collaboration and continuous improvement. Becoming a WSK Certified Education Provider (CEP), means joining a dynamic global network of growing and evolving coach educators.

INTRODUCTION

In order for a coach education provider to become WSK recognised, it must be certified to implement Level 1 and/or Level 2 CEAS learning programs.

The certification process has four primary aims, designed to;

- Support coach education providers make the decision to become WSK recognised
- Support and guide coach education providers as they work toward certification
- Support coach education providers understand the nature and requirements of the CEAS programs and prepare their readiness to implement the program(s) with fidelity to WSK standards and practices
- Support coach education providers, after certification, for ongoing development to sustain the program(s) in the long term

The certification process has a number of phases, each of which has distinctive objectives and related time frames.

OVERVIEW OF THE AUTHORISATION PROCESS

CONSIDERATION PHASE	REQUEST FOR CERTIFICATION	GUIDED ALIGNMENT			CERTIFICATION DECISION	ONGOING CERTIFICATION
The education provider familiarizes itself with the CEAS program(s), curriculum and assessment requirements.	The education provider gathers the information necessary to build a suitable profile and completes the “application for certification”.	Consultation The education provider works with a WSK advisor to plan, refine and document their curriculum, assessment and delivery process.	Implementation The education provider conducts a trial program(s).	Verification The WSK advisor appraises the trial program and produces a feedback report on the education provider’s readiness for authorization.	WSK sports department review the verification reports and has full discretion to deny or accept certification. If denied the education provider will be informed of matters to be addressed.	Each education provider is evaluated at least every four years to ensure standards and practice are maintained and they engage in the collaboration network.
Education provider must appoint a local coordinator responsible for all communication with WSK, application submissions and WSK advisor collaborations.	Education provider teaching staff must complete WSK Coach Educator and Assessor training course or an approved equivalent.				Individual coaches of Certified Education Providers have the right to be listed on an International Coaching Database	Education provider planning and commitment to ongoing development of program(s) coach educators.
No fee	Administrator fee	Consultancy service fee			Individual fee	Quadrennial fee

The certification process comprises the same phases and activities across CEAS programs while also incorporating program specific activities that relate to each program's characteristics and requirements.

CONSIDERATION PHASE

During the consideration phase, the education provider should inform WSK of their interest in the certification process and either visit the WSK website or have received CEAS information about the programs, curriculum and assessment.

What the education provider should do before applying for certification

Before application, the education provider should conduct a feasibility study in which it analyses the CEAS levels, streams, learning areas, knowledge and skills, learning time, experience and assessment requirements, compare its findings with their current education situation and define what needs to be done in order to implement the CEAS program(s).

As a result the education provider will decide whether to apply for certification.

Normally an education provider will take some or all of the following steps;

- a. Identify who will carry out the feasibility study. It is helpful to include current coaches at varying levels, organisational leaders, national sport coaching regulatory bodies and skateboarding participants or community members.
- b. Analysis of the CEAS levels, streams, learning areas, knowledge, skills, learning time, experience and assessment requirements. This is the most important decision that an education provider has to make because it is related to the philosophy and minimum standards that define what coaches should have the opportunity to learn.
- c. Education providers are encouraged to participate in any WSK delivered programs or the coach education and assessor training as early as possible to ensure they make an informed decision regarding the future implementation of a program(s).
- d. Analysis of the structure of the program(s) and potential delivery models, which may include in-person, online or a combination.
- e. Analysis of the commitment to ensure that the program(s) will be sustainable in the long term.
- f. If the education provider were to decide to implement a program(s), definition of the human, material and financial resourcing that may be necessary in order to align, deliver and administer sustainable program(s).
- g. Approximate time that the education provider may require to align with CEAS expectations.
- h. Analysis of the benefits that implementation of the program(s) will bring to the community.
- i. Final decision on whether to implement a program(s).

If an education provider decides to implement a program(s), and therefore start the certification process, during this period they must identify a person who will become the local coordinator.

REQUEST FOR CERTIFICATION

The education provider will start the certification process by completing the “Application for Certification” and gathering the supporting documents. By submitting the application and the supporting documents, the education provider formally applies for certified status.

The “Application for Certification” shows that the education provider has carried out a preliminary analysis of the program(s) and the consequences of its implementation, and that as a result, an action plan has been developed reflecting the commitment to make any necessary adjustments to become a WSK certified education provider.

Through the information provided in the form and supporting documents, WSK will ascertain;

- The education provider is an affiliated member federation of WSK or a legal entity with appropriate recognition by local authorities fit for the purpose of providing educational services.
- The education provider’s program(s) learning areas, knowledge, skills, learning time, experience and assessment align with those of WSK.
- The education provider has contemplated the costs of the implementation of the program(s) and shows this through the presentation of a budget and or a written commitment of the authorities that will finance the project.
- The education provider has the support from the local community, which may include; current coaches at varying levels, organisational leaders, national sport coaching regulatory bodies and skateboarding participants or community members.
- The education provider has designed an action plan to reflect its journey towards certification.
- The coordinator has participated in a WSK program(s) and or Coach Educator and Assessor training.
- The education provider shows commitment to educator staff professional development.

If the education provider has shown that the above-mentioned conditions have been fulfilled, and has paid the corresponding WSK administration fee, it will be recognized as a Certified Education Provider (CEP) and will not have to conduct the “Guided Alignment Phase”.

If the education provider has not fulfilled all of the above-mentioned conditions, it will be required to enter into the “Guided Alignment Phase”, for which a pre-determined consultancy fee will be identified to support the education provider meet the certification requirements.

WSK has full discretion to refuse to recognise an education provider as a certified school.

In all cases the education provider will receive a report that will provide information regarding the submitted form and documents and the decision that WSK has made.

GUIDED ALIGNMENT

During this period the education provider will implement the actions necessary to address any requirements for certification.

Consultation

The education provider will have the support of WSK through a dedicated CEAS trained consultant. Working collaboratively, detailed analysis will be given to the action plan and the associated schedule of activities, to ensure the requirements for certification are met in a timely manner.

In preparation for a trial program(s) implementation, special attention will be given to any learning area gaps, the associated knowledge or skills and delivery content within their current curriculum as well as the appropriate assessment tasks to make informed on-balance judgements of a participant's capability.

Since any program educators need to formulate their program(s) delivery, they will be better prepared to carry out this task as a result of the Coach Educator and Assessor training. As such it is expected that this training will have been completed, by any prospective coach educators, prior to the trial implementation.

All prospective coach educators will be given access to the curriculum, assessment toolkit, WSK teaching materials and can participate in online forums on program related topics with colleagues from education providers from around the world.

Implementation

An education provider must conduct a full trial implementation of a program(s). The trial program must incorporate the learning area gaps, associated knowledge or skills, delivery content and appropriate assessment tasks identified within the action plan to address the requirements for certification.

Verification

Upon completion of the trial program, WSK will gather evidence by either a visit during the delivery of the program (by the consultant) and/or feedback taken immediately after the trial, from all participants, to verify the education provider's claim that it has taken all the necessary actions and is prepared to offer the relevant CEAS program(s) with fidelity and will be able to sustain and improve program(s) implementation once certified.

The purpose of the feedback is to ensure the learning principals, standards and practices on which the WSK program(s) are founded will be maintained.

The feedback is not aimed at appraising or assessing individual coach educators.

Following the appraisal of the visit and/or all feedback, WSK will produce a report on the findings, which will typically include the following elements;

- **Commendations:** These relate to practices that are beyond the requirements for certification and will benefit the implementation of the program(s).
- **Recommendations:** These provide guidance for the education provider on further developing the program(s).
- **Matters to be addressed:** In certain cases there are areas within an education provider's practice that, if not addressed immediately, will jeopardize the integrity of the program(s) and thus entitlement to be considered a WSK CEP.

CERTIFICATION DECISION

The WSK Sports Department, is responsible for deciding the outcome of all applications made by education providers. This decision is based on all the documents submitted at each relevant stage of the certification process.

The decision will have one of the following outcomes.

Certification

The WSK Sports Department considers that the application by the education provider meets WSK requirements and that there are no matters to be addressed, certification to teach the relevant CEAS program(s) will be granted.

A certificate of CEP will be sent from the WSK President to the education provider for each approved CEAS Level.

The CEP will have the right to use a dedicated WSK badge of recognition in the promotion of their approved courses.

All retrospective and future participants in any CEP approved program will have the right to be recognised and listed on a WSK International Coaching Database.

Continuation Guided Alignment

There may be times when the WSK Sport Department considers that certain changes or improvements must be implemented by the candidate education provider before certification. In such cases, WSK will write in detail those matters to be addressed. The letter will prescribe a deadline by which evidence must be submitted showing that these changes have been made or that an acceptable plan has been made for their accomplishment.

The WSK Sports Department will then determine whether the education provider may be recommended for certification or whether additional work must be done prior to certification.

An additional alignment phase may also be scheduled, at the education provider's expense. Under no circumstances may a provider be certified without the matters to be addressed being resolved to the satisfaction of WSK.

Refusal of certification

The WSK Sport Department has full discretion to refuse to certify an education provider to deliver a CEAS program(s). If certification is refused, WSK will write the reasons for this decision. The decision is final: it is not subject to reconsideration or appeal.

An education provider may reapply for CEP after a period of at least two years has elapsed since the date of the letter sent by WSK with the above-mentioned decision.

The normal process and fees will apply.

ONGOING CERTIFICATION

Certification is only the beginning for CEP's, as they use the feedback they received to continue to improve the delivery of their program(s).

WSK will offer a range of professional development opportunities that will support CEP's.

Evaluation

Each CEP is regularly evaluated to ensure that the standards and practices of its program(s) are maintained.

Evaluation will take place at least once every four years.

Engagement

CEPs will form part of a strong coach development community. As CEPs gain experience their coordinators and coach educators will be invited to support WSK as members of curriculum development teams, workshop leaders and those who guide, prepare and mark assessments.

CEPs may also wish to become regional leaders, who offer a variety of support to local NFs.

FEES

WSK is a not-for-profit organisation. Fees allow WSK to cover its operational costs and provide services supporting candidates and CEPs implement their program(s).

The certification fees will be payable, in USD, prior to each stage of the process and are non-refundable.

Request for Certification

\$1,000USD per CEAS Level

- Processing, review and reporting on the “Application for Certification”

Guided Alignment

\$500USD-5,000USD (maximum) per CEAS Level

Case by case cost analysis which may include some or all of the following aspects;

- Costs of direct support from a trained CEAS consultant (up to 20 hours of remote support)
- Coach Educator and Assessor training
- Access to CEAS program curriculums, assessment toolkit and WSK teaching materials.
- Verification visit per candidacy (2-day)
- Verification and certification report

Certification

\$50USD per annum per individual coach

- Administration costs to establish and maintain each individual's International Coaching Database profile

In the situation that WSK or a CEP are required to assess an individual coach seeking RPL, as direct evidence of capability against the stated knowledge and skills of a CEAS program curriculum, a fee will be paid by each individual for the relevant CEAS program.

The fee will cover the administration, moderation and reporting on the prescribed summative assessments and where appropriate, access arrangements and consideration of individual special circumstances.

Ongoing Certification

\$250USD per quadrennial per CEAS Level

- Each quadrennial a CEP pays a fee for each program they are certified to deliver.

If a CEP offers both Level 1 and Level 2 CEAS programs, a reduced fee of \$400USD will be applied, to reflect the provider's commitment to WSK and the CEAS.

ABBREVIATIONS AND DEFINITIONS

CEP	Certified Education Provider
CDS	Coach Development Strategy
CEAS	Coach Education and Accreditation System
KNOWLEDGE/SKILLS	Specific and discrete information identifying what coaches should have the opportunity to learn at each coaching level
LEARNING AREA	Key organising element within each coaching level
LEVEL	Statements that provide an overview to the content and audience at each coaching level
NF	National Federation
OG	Olympic Games
RPL	Recognition of Prior Learning
SBCC	Skateboard Coaching Commission
STREAM	Discipline based organising element within each coaching level
WSK	World Skate

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