

ASSOCIATION ACCREDITED COACH POLICY

In 2026 for all U15, U17 and U19 Sanctioned and National Events all coaches must be Association Accredited to coach on the back of the court.

The above requirement has been included in the 2026 Sanctioned Events Criteria, Inter-Association Bylaws for the New Zealand Junior Team Championships and Conditions of Entry for National Events.

THE ACCREDITED COACHES POLICY:

APPLIES TO	DOES NOT APPLY TO	NO COACHING PERMITTED	COACHING AT INTERVALS ONLY
Under 15, 17 and 19 Sanctioned Events	Senior Events	Under 13 Sanctioned Events	Under 15 Sanctioned Events
All Junior National Championships		AIMS Games	Under 13 & Under 15 Junior National Championships
New Zealand Junior Team Championships			Under 13 & Under 15 Junior Team Championships

To be an Association Accredited Coach, the coach must:

1. Complete the Badminton New Zealand Compulsory Online Coaching Modules 1 & 2.
If you have already completed Module 1 you will only need to complete Module 2.
2. Read, sign, and adhere to a Coaches Code of Ethics Form – which is included as a part of the Online Coaching Module.
3. Be Police Vetted – a coach must have completed a police vet within the past 2 years.

Compulsory Online Coaching Modules 1 & 2:

- For a coach to be accredited in 2026 they will have to complete the Badminton New Zealand developed online modules 1 & 2. The modules are approx. 60 – 90 minutes in length and will have a compulsory questionnaire component to check for understanding. *If you have already completed Module 1 you will only need to complete Module 2.*
- For more details, see the Accredited Coaches Course Structure Outline in the appendices.
- Part of the online module will be the signing of a coach's code of conduct. Associations are responsible for ensuring the documentation is adhered to for any coaches they wish to have coaching on the back of the court. Please refer to the appendices for a copy of the coach's code of ethics. Coaches will also need to provide a headshot for use on the accreditation pass.
- On the successful completion of the module the participants will receive a digital certificate and Badminton New Zealand will receive notification. Badminton New Zealand will then notify the Associations who will then check police vetting (updating if required) and confirm with Badminton New Zealand if they are to be issued with an accredited coaches pass. Only upon this checking and approval will a soft copy pass be emailed to the Association who will then be responsible for issuing the physical Accredited Coaches Pass.
- Only BWF Level 2 qualified coaches, and coaches who have coached at a national level are exempt from completing the online coaching module. Evidence of national level coaching will need to be provided via the online application for exemption through the Badminton New Zealand website: <https://badminton.org.nz/balance-is-better/accredited-coaches-exemption/> - these coaches will also need to be verified by an Association to coach on the back of the court.

Verification of Coaches Database:

- Associations will be responsible for ensuring the completion of this process by submitting a Verification of Coaches Database for all coaches that they wish to coach on the back of the court.
- This Verification of Coaches Database will be made available to the tournament referee and tournament director at all events and all coaches who want to coach at the back of the court will be required to check in at the tournament desk, daily.

- The Verification of Coaches Database must be completed by 16 March 2026 – however it can be updated throughout the year by submitting your additions to Donna Trow, People & Pathways Lead donna@badminton.org.nz
- Please note that Association coaches who are wanting to coach on the back of the court must be on the database prior to the start of the tournament. A coach cannot be added to the database during the tournament.

Badminton New Zealand will provide Associations with a Verification of Coaches Database template.

POLICE VETTING:

If your organisation is not set up to carry out Police Vetting, Badminton New Zealand can complete this on your behalf. Please contact Donna Trow, People & Pathways Lead to discuss this further donna@badminton.org.nz

Pending Police Vets – Police Vetting can take time to complete, therefore we will accept a ‘pending’ status, provided the date of submission is noted. Once approval comes through, the Association must inform the People & Pathways Lead so that the Verification of Coaches Database can be updated.

COMPLIANCE:

Please refer to the Balance is Better Behaviour Management Guidelines for procedures regarding compliance with reference Association Accredited Coaches Policy.

If you have any questions regarding the information in this document, please contact:

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