



## ACT Team Selection checklist

### Checklist

1. Advertise to clubs that ACTBA is interested in forming a team, send a notification\flyer (see sample flyer), with closing date for application, etc
2. Publish the document guidelines and entry form as soon as possible on the ACTBA website. Communicate and advertise the fact that the document is available and email electronic copies to all interested parties.
3. Promote and educate the relevant stakeholders, especially the players and their coaches. Explain the intended operation of the document and explain and promote the rationale behind it.
4. Advise both successful and unsuccessful athletes of the outcomes of selection prior to public announcement.
5. Form training groups and arrange training sessions, The focus is on general fitness, skills and commitment,
6. Have parents and ACTBA coaches work with the group.  
**Note:** For junior team, parent supervision is required at training and any assistance is greatly appreciated,
7. Advertise for coach if necessary if team is formed,
8. Advertise for Team manager (expected one of interested parents\volunteers) if team is formed,
9. Arrange training venues and ensure equipment is in good condition,
10. Provide **CODES OF BEHAVIOUR** for Players, Coaches, Officials, parents, Administrator (Team Manager) before the training sessions.

## **Training Information**

### **Warm-ups**

Proper warm-ups are essential for all age groups, most particularly in the older age groups, to ensure the likelihood of any injury is minimised. The coach should instil the philosophy that no games should be undertaken without adequate warming up. Even for the younger children, who are not as much at risk from muscular injuries, proper habits learnt now will stand them in good stead in later years.

### **Sickness**

The coach should inform the parents that if the child is ill before the training session, ring the coach and not to send them to training that day.

### **Insurance**

The coach should ensure the trainees are covered by the ACTBA Liability insurance policy.

### **First-Aid kit**

The coach should have a First Aid Kit available at the training sessions for the treatment of minor injuries. Ice packs should also be available. Medical attention will be sought if necessary.

### **Shoes**

Appropriate shoes must be worn at all times.

## **Junior Training Sessions**

It is essential that all training/practice sessions are planned. This will ensure the children enjoy the sessions as well as achieve maximum benefits. The following general points should be considered when planning any training session:

1. Appropriate activities – the activities chosen must be appropriate for the children's ability and age.
2. Progression – the activities should be broken down into teachable elements which progress from simple to more complex movements.
3. Demonstration – demonstrations by the coach or good players supplemented by video tape played at varying speeds.
4. Variety – the session must have a variety of activities to ensure the children stay active and reduce the chance of boredom and poor technique.
5. Practise – ensure enough time is allowed for children to practise and to experiment with the activities. Practise in small sided games is beneficial as it allows skills as well as technique to develop.

6. Supervision – contribute to the development of the child’s abilities by encouraging the child, reinforcing good behaviour/practice and providing feedback when appropriate.
7. Footwear - Ensure that appropriate shoes must be worn.
8. Court - ensure players keep all discarded clothing/bags away from the playing area
9. Match - Remind players/spectators that they should not walk on a court while others are playing on that court.
10. Play – give the children time to play the activities – small sided games are best.
11. Collection - After the training sessions, ask the children to wait in the gym until their parent\guidance have arrived to pick them up.

## **An example of a notification**

**The ACT Badminton Association** is interested in forming the following Teams:

### **ACT Junior (age U19)**

BA organises 4 national events as shown below and other states also organise Open events in which the selected team should attempt to participate:

Australia Youth Olympic Festival (NSW)

Val Nesbitt Trophy U15 (Vic)

June Bevan Trophy and Australasian U17 Championships (NZ)

CP Madden Trophy and U19 (Vic)

For more information contact Shuen Joe on 62416007 (Hm), email address [wie.joe@anu.edu.au](mailto:wie.joe@anu.edu.au)

### **ACT Seniors (age 19 and above)**

Open to all age groups. Players should be committed to compete in Open events round Australia and one national event such as Ede Clendinnen Shield (seniors).

For more information contact San Neo Ong, 62587996 (Hm), email address [president@badmintonact.asn.au](mailto:president@badmintonact.asn.au)

### **Veterans**

**Veterans Events** - Eaglehawk\Bendigo in Victoria  
BVASA, Lockleys, Adelaide  
Ballarat, Victoria  
Albury, NSW

For more information contact Ian Warwick, email address [iwarwick@tpg.com.au](mailto:iwarwick@tpg.com.au)

### **Masters**

**International** Masters is held once every 4 years. Players must be 30 and over to compete in these events. **Australian** Masters is held once every 2 years and players must be 35 and over to compete in these events.

For more information contact Ian Warwick, email address [iwarwick@tpg.com.au](mailto:iwarwick@tpg.com.au)

**A minimum of 4 boys and 4 girls are required. Selection will be based on seeding, performances, commitment**

Applicants must be club members affiliated with ACTBA. Applicants are invited to apply as soon as possible or by 30/4/07.



## Selection of ACT Badminton Coaches

The Australian Badminton Association and its State Associations regularly conduct coaching courses as part of its National Coaching Accreditation Scheme. All courses are run by qualified coaches.

The Level 1 course is a 2 day course which consists of five hours of theory, nine hours of supervised coaching and five hours of post-course work. A certificate is awarded if completed to satisfactory level. The Level 1 course is suitable for coaches working with beginners and with players of a reasonable club standard. Level 1 is not a requirement for Level 1 Advanced course.

The Level 1 Advanced course is suitable for coaches working with beginner and intermediate players. Levels 2 and 3 courses are for State and National players respectively.

As the need arises, the ACTBA should notify by email all Presidents of affiliated Badminton clubs in ACT to advertise to their members for expression of interest in undertaking a coaching course. The notification should contain the following (subject to change):

### **BADMINTON COACHING COURSE**

*The game of Badminton is an ideal sport for everyone – young and old. It provides clean, healthy play and the opportunity for all members of the family to engage themselves in an exciting, physical activity, full of fun and companionship.*

*To enjoy a game more, one has to do one thing – KNOW IT BETTER. Coaching is the obvious solution to provide this answer, thereby encouraging a more rapid rate of improvement.*

***Do you like to impart or share your knowledge, able to give encouragement and confidence, have a sense of humour and patience, then we NEED YOU/you are the right person.***

*If you are interested in undertaking a coaching course, please contact the ACTBA President asap. Email address is [president@badmintonact.asn.au](mailto:president@badmintonact.asn.au) or ring (H) 62587996 (M) 0434 403 334. Applicants must be club members affiliated with ACTBA.*

The training session should be held only if there are sufficient numbers of enrolment. If numbers are low, liaise with BA to check whether participants can join the coaching course from interstate.

Once expressions of interest have been received, arrange for the following:

1. An instructor, course manuals, notes, etc
2. set the date(s), book a training room, preferably a gym e.g. Kaleen High School
3. provide catering – food and drinks,
4. prepare gym prior to training, ensure equipment is in good condition,
5. email to participants advising them of course\date\time\venue

The ACTBA should ensure that the participants are aware of the following requirements:

- a) pass the required test (do at your own pace) as set by the coaching instructor,
- b) sign some sort of commitment document as ACTBA has paid all coaching costs- coaching manual, course notes, coaching fees, etc,
- c) be committed and active e.g. by attending the Junior clubs and be able to coach juniors at some time during the year. If an adult player requires coaching the coach should also be willing to provide training,
- d) conduct training sessions as requested by ACTBA.

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## **Selection of ACT Badminton Umpires**

The ACTBA invites applicants to be trained as **Badminton Umpires**

Would you like to umpire in Malaysia, Singapore, Scotland or any countries that require umpires in badminton?

The course will be between 3 to 4 days (Friday to Sunday). There will be a practical assessment, theory and a written exam.

Please send your nominations to San Neo Ong, email address [president@badmintonact.asn.au](mailto:president@badmintonact.asn.au) by 31<sup>st</sup> March 2007. Applicants must be club members affiliated with ACTBA.

The umpire courses are run by qualified technical officials. To be an accredited umpire and line judge at major events, Australia and overseas, one has to be trained to receive a certificate. If the number is limited, the participants can attend the course in Sydney or Melbourne.