



The Association of Sports Performance Analysts (ASP)

ASP Analyst Handbook

Professional Standards,
Practice & Membership Guide



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Administered by ASP | Independently overseen by ISOC



Welcome Message

Welcome to the International Analyst Competency Framework (IACF). This handbook supports all accredited analysts by setting out professional standards, rights and responsibilities, ethical obligations, CPD and mentoring requirements, accreditation rules, and governance arrangements.

Accreditation under the IACF recognises your competence, professionalism, and commitment to ethical applied performance analysis.

About ASPA, IACF & ISOC.

ASPA

The Association of Sports Performance Analysts (ASAP) administers the IACF, accreditation systems, education partnerships, and professional governance.

IACF

The International Analyst Competency Framework defines:

- 8 professional tiers
- competency standards
- evidence requirements
- progression pathways

ISOC

The Independent Standards & Oversight Council (ISOC):

- provides independent oversight
- audits accreditation systems
- monitors disciplinary processes
- safeguards transparency and ethics
- does not own the IACF





Accreditation Tiers

The International Analyst Competency Framework (IACF) is structured across **eight progressive professional tiers**.

Each tier recognises increasing levels of:

- technical and applied competence
- professional independence
- organisational and methodological responsibility
- recognised professional authority
- leadership within the discipline

Tier Overview

Tier	Title	Description
1-2	Emerging & Developing Analysts (DSPA)	Analysts at the foundation and early applied stage, developing core technical skills, professional behaviours, and supervised applied experience.
3-4	Practising Analysts (SPA)	Analysts working independently in applied environments, delivering regular analysis outputs and contributing to performance support systems.
5-6	Expert & Leading Analysts (ESPA)	Highly experienced analysts leading complex analysis systems, developing methodologies, mentoring others, and often specialising in advanced domains.
7	Fellow (FASPA)	Senior leaders in the profession who demonstrate sustained excellence, sector leadership, mentoring impact, and contribution to professional standards.
8	Distinguished Fellow (DFASPA)	Individuals of exceptional standing who have made long-term, internationally significant contributions to the profession, its governance, education, or scientific development.

Progression & Status



Progression Philosophy

Progression through the framework reflects a transition from:

- A Continuous Growth Journey.
- **Curiosity → Competence → Confidence → Credibility → Contribution**
(learner → practitioner → trusted professional → leader → legacy)
- Accreditation decisions shall be based solely on evidence of competence mapped to the IACF competency domains.

Specifically:

- Tiers 1–2 focus on learning, supervised practice, and technical foundations.
- Tiers 3–4 recognise reliable independent applied performance analysis practice.
- Tiers 5–6 recognise advanced expertise, system leadership, and specialist authority.
- Tier 7 recognises professional leadership and influence across organisations or sectors.
- Tier 8 recognises lasting contribution and legacy to the profession itself.

Professional Status

Accreditation under the International Analyst Competency Framework (IACF) formally recognises your professional competence and standing within the performance analysis profession.

As an accredited analyst you:

- are listed on the official IACF Professional Register, which is publicly searchable where appropriate
- may use your approved post-nominal designation corresponding to your accredited tier
- are recognised internationally as meeting published professional competency standards

Registration remains active only while:

- membership is current
- CPD requirements are met
- the Code of Conduct is followed

Continuous Professional Development



Continuing Professional Development (CPD) is a mandatory requirement for all individuals accredited under the International Analyst Competency Framework (IACF).

CPD ensures that analysts:

- maintain current technical knowledge
- apply evidence-based methods
- develop professional judgement and communication
- uphold ethical and safeguarding standards
- remain competent as the profession evolves

CPD is a condition of continued registration and use of post-nominals. Senior tiers are expected to demonstrate broader professional leadership and contribution within their CPD portfolios.



Technical Learning

Examples include software training, performance analysis methods, data analytics, coding systems, or new technologies.



Applied Practice

Examples include software training, performance analysis methods, data analytics, coding systems, or new technologies.



Professional Skills

Supervised or independent applied work, reflective practice, case studies, or system development.



Ethics & Safeguarding

Data protection, safeguarding training, professional boundaries, governance awareness, and regulatory compliance.

All accredited analysts must maintain accurate CPD records.



Mentoring Ecosystem

Mentoring Framework

ASPA operates a structured cascade mentoring system designed to support professional development, quality assurance, and ethical practice across all accreditation tiers. The system ensures that knowledge, professional standards, and applied expertise are progressively transferred throughout the profession.

Tier Overview

Tier	Mentoring Role
1-2	Mandatory mentees
3-4	Optional mentees / peer mentoring
5-6	Mandatory mentors
7-8	Senior and strategic mentors

Purpose of Mentoring

Mentoring within the IACF framework is designed to:

- support technical skill development
- strengthen professional judgement
- improve applied practice standards
- support ethical decision-making
- assist progression between tiers
- reduce professional isolation
- reinforce consistency across organisations

Mentoring as CPD

Mentoring activity is formally recognised as Continuing Professional Development.

Both **mentors and mentees** may claim CPD hours for:

- structured mentoring sessions
- development planning
- reflective practice
- professional supervision discussions

Mentoring CPD must be:

- documented
- time-recorded
- linked to development objectives
- verified where required

Maximum CPD contributions by mentoring are defined within the CPD Policy.



Safeguarding & Assurances

Professional Boundaries & Safeguarding

All mentoring relationships must:

- follow the ASPA Code of Conduct
- comply with safeguarding and welfare policy
- maintain professional boundaries
- avoid conflicts of interest
- protect confidentiality
- avoid dependency or exploitation

Mentors must not:

- assess their own mentees for accreditation
- supervise individuals where conflicts exist
- use mentoring relationships for personal or commercial gain

Any safeguarding concern arising within a mentoring relationship must be reported immediately in accordance with safeguarding procedures.

Quality Assurance

ASPA may:

- review mentoring records
- audit mentoring arrangements
- request feedback from mentees
- provide mentor training or guidance
- suspend mentoring status where standards are not met

Mentoring quality and compliance are subject to independent oversight by ISOC.

Membership

Membership is required to:

- remain on the register
- use post-nominals
- access CPD and mentoring
- apply for progression

Fees & Payments



Accreditation under the IACF is supported through a transparent, cost-recovery pricing structure designed to ensure:

- fair remuneration for assessors
- sustainable governance and quality assurance
- accessibility for early-career analysts
- long-term viability of the framework

Tier	Accreditation Title	Standard Fee
1 & 2	Emerging & Developing Analysts (DSPA)	£60
3 & 4	Practising & Established Analysts (SPA)	£120
5 & 6	Expert & Leading & Analysts (ESPA)	£200
7	Leadership & Influence Analyst (FSPA)	£260
8	Distinguished Custodians & Legacy Leaders (DFSPA)	£0 (nomination only)

Fees are kept deliberately low to support access, inclusivity, and professional fairness. Fees structure to be revisited every 12 months. Accreditation fees include:

- Assessment
- Feedback report
- Professional conversation(s)
- Digital certificate
- Post-nominal award
- Access to mentoring pathways & community channel

Quality Assurance

All accreditation fees are allocated as follows:

- 70% → Independent assessor remuneration
- 30% → ASPA administration and governance, including:
 - accreditation system maintenance
 - moderation and quality assurance
 - independent oversight (ISOC)
 - policy development
 - register management

This structure ensures both professional assessment integrity and robust organisational governance.



Membership & Discounts



Discounts & Reduced Fees

Fee reductions may apply in the following circumstances:

- applicants progressing via ASPA-endorsed education programmes
- approved institutional partnership routes
- cohort or bulk applications
- hardship or access-based consideration (by application)

Discount eligibility is published annually in the Pricing & Access Policy.



Membership Fees (Separate)

Annual membership fees are required to maintain active registration.

Membership fees support:

Tier 1-2 =£20, Tier 3-6 = £40, Tier 7 = £50, Tier 8 = £0

- professional register maintenance
- CPD infrastructure
- mentoring systems
- governance operations
- member services



Payment Processing

Payments are processed securely online using approved payment providers.

Where applicable:

- receipts and confirmation are issued automatically
- payment records are retained in accordance with data protection policy

Failure to maintain required payments may result in:

- suspension of registration
- removal from the public register
- restriction on use of post-nominals

ASPA

Policies

Data Protection & Privacy

ASPA is committed to protecting the personal information of all applicants, members, assessors, mentors, and partners.

All personal data is processed:

- lawfully
- fairly and transparently
- for specified professional purposes only

Safeguarding & Welfare

All analysts must:

- protect athletes and vulnerable persons
- report safeguarding concerns immediately
- maintain professional boundaries

Safeguarding breaches are treated as serious misconduct.

Conflicts of Interest

You must:

- declare conflicts
- avoid assessing colleagues
- avoid financial or personal influence
- act impartially

Undeclared conflicts may result in disciplinary action.

Complaints & Disciplinary Process

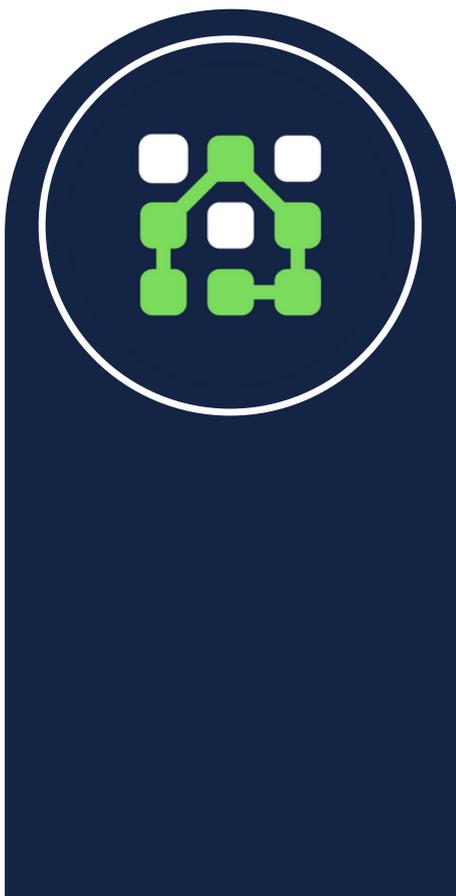
Possible outcomes:

- warnings
- conditions
- suspension
- removal from register

You have the right to:

- a fair investigation
- representation
- appeal

ISOC oversees disciplinary fairness.



Use of Titles & Post-Nominals



ASPA post-nominals allow analysts to formally display their recognised level of professional practice within the IACF. This benefits both the individual and the profession by:

Supporting Individual Analysts

Professional Recognition

Demonstrates validated skills, responsibility, & experience.

Career Advancement

Enhances CVs, profiles, job applications, & contract negotiations.

Professional Identity

Helps analysts confidently communicate who they are & the value they bring.

Credibility in Conversations

Provides staff & athletes with confidence in the standard of analysis provided.

Supporting Individual Analysts

Strengthening the Profession

Clarity of Standards

Helps organisations understand different levels of analyst expertise.

Public Trust & Accountability

Shows commitment to ethics, reflection, & continued development.

Visibility of the Analyst Role

Signals to sport that analysts are qualified professionals, not just support staff.

Foundation for Growth

Builds a profession with recognised status, shared expectations, & development pathways.

Strengthening the Profession

Professional Representation

You may use post-nominals only while:

- accredited
- in good standing
- holding active membership

Misuse may result in sanctions.

Declaration

By remaining accredited, you confirm that you:

- accept ASPA governance
- comply with CPD and mentoring
- follow the Code of Conduct
- act professionally and ethically



Thank You

The IACF represents a new chapter for sports performance analysts:
A shared pathway.
A recognised profession.
A community growing stronger every day.

ASPA is here to support your journey, your development,
and your right to be recognised for the value you bring to sport.

Together — we advance the profession.
Together — we empower the analyst community.
Together — we grow.

Contact Information :

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