



Continuing Professional
Development 2009/10

Swimming Education Training & Development Programme

May 2009 1st Edition



SURVIVE & SAVE
T R A I N I N G

In conjunction with Survive and Save Club



"Striving for excellence, participation & succeeding!"

The Survive and Save Club

Survive and Save Club was founded in 1970 and operates on Friday evenings during term time at Harrow Leisure Centre, Middlesex. We are affiliated to both the Amateur Swimming Association (ASA) and the Royal Lifesaving Society UK (RLSS UK). We are a unique club specialising in teaching swimming through the ASA National Plan for Teaching Swimming, providing lifesaving classes to the distinction award and the National Pool Lifeguard Qualification.

Our successes have been confirmed by the ASA, the national governing body for sport. The club is affiliated to the Amateur Swimming Association London region and Royal Life Saving Society UK Middlesex Branch. We are an Approved Training Centre for the RLSS National Pool Lifeguard Programme and in conjunction with Survive and Save Training Ltd., an Approved Centre to run courses leading to ASA Teacher and Coach Certification.

In addition, we hold the ASA Swim 21 accreditation for Teaching (this is the national quality mark for swimming clubs) and the Sport England Clubmark award. We have also been accredited the ASA Aquamark Approved Scheme for Teaching of Swimming for our quality learn to swim programme.

We are the first club in the country to receive this accreditation.

In May 2007, the club was featured in a four page article in the Swimming Times magazine. We have been nationally recognised for our diversity and youth development training programmes, and in 2008 were nominated as London Proactive awards as one of top three sport clubs in London.

Survive and Save Training Ltd.

Survive and Save Training Limited is the training arm of the Survive and Save Club. The company is responsible for all the training and development courses detailed within this brochure. In the coming year due to popular demand for courses, we have increased our programme.

In addition to expanding our Level 1 and 2 courses for Teaching Swimming provision, we have added Level 1 and 2 courses for Coaching Swimming. We also offer in conjunction with Survive and Save Club, the opportunity to complete the level 2 (teaching swimming) unit 6 practical workplace assessment. There are now opportunities for people to complete units either individually or a block of units.

In conjunction with Harrow Kingfisher Swimming Club for disabled people, we are intending to run a helper and level 1 disability courses. There are now both new and renewal courses for the RLSS National Rescue Award for Swimming Teachers and Coaches. A range of first aid courses has been added to the programme.

Do check our website for the latest information and any additional courses and seminars that have been added!

Ray Lau,
Education and Development Director
Survive and Save Training Ltd.



Courses leading to the

ASA Helper Certificate (Swimming)

ASA Helper Certificate (Swimming for people with Disabilities)

Swimming Tutor: Ray Lau, ASA Senior Tutor (Swimming)

Disability Tutor: Ellie Purvis, ASA Tutor (Disabilities) and ASA Senior Tutor (Swimming)

These separate courses are aimed at people who wish to help with a club/group activity under the guidance of a qualified ASA Level 2 Certificate holder.

This course is practically based and Candidates will learn about basic technical knowledge on teaching, safety and communication principles.



Pre-requisites

- Swimming helper: Candidates must be at least 14 years of age at the start of the course
- Disability helper: Candidates must be at least 16 years of age at the start of the course
(This course is run in conjunction with Harrow Kingfisher Swimming Club for Disabled People)

Successful Candidates will then be issued with a certificate of attendance by the ASA.

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Cost	Venue
HCS1009	Friday 02 & 09 October 2009	18.45 - 22.00	£65	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
HCS0510	May 2010 TBC	18:45 – 22:00	£65	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Course Ref:	Dates	Times	Cost	Venue
HCD1009	Saturday 10 October 2009	11.00 – 18.00	£65	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Bookings are subject to our terms and conditions.

ASA/UKCC Level 1 Certificate for Teaching Aquatics

Swimming Tutor: Ray Lau, ASA Senior Tutor (Swimming)

This qualification is aimed at those interested in supporting the teaching programme in a learn to swim environment utilising the ASA National Plan for Teaching Swimming (NPTS). It is recognised as an UKCC Level 1 qualification and is on the NQF at Level 1.

Unit 1 is a common unit to all of the aquatic strands and focuses on how to teach/coach skills with a technical emphasis on movement literacy.

Unit 2 has a focus on Aquatic teaching, technical knowledge and practical skills that will allow the aquatic teacher to fulfil the role.

Role

Once qualified the holder of the Level 1 (Support Teacher) Certificate for Aquatic Teaching is able to actively support a more senior qualified / licensed aquatic teacher at any level, in the delivery of a pre-prepared session. This person will be expected to have an understanding of the aquatic and a basic understanding of appropriate correction to common aquatic fault in an aquatic environment.

Pre-requisites

- Candidates must be at least 16 years of age
- Be comfortable to swim and participate in the water

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Units	Cost	Venue
L1T1009	Saturday 24 October - Wednesday 28 October 2009	09:30 – 16:30	1 & 2	£330	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L11009-U1	Saturday 24 October - Monday 26 October 2009	09:30 – 16:30	1	£200	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L1T0110	Friday 15, 22, 29 January, 5 February 2010 Sunday 10, 17, 24, 31 January 2010	18:45 – 22:00 09:30 – 16:30	1 & 2	£330	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L1T0610	Friday 25 June, 2, 9, 16 July 2010 Sunday 27 June, 4, 11, 18 July 2010	18:45 – 22:00 09:30 – 16:30	1 & 2	£330	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Note – If unit 2 only for Teaching Aquatics is required please contact us for course dates and availability | Candidates can also gain the ASA/UKCC Level 1 Certificate for Coaching Swimming by completing only Unit 2 of Coaching Swimming - see details on the next page.

Bookings are subject to our terms and conditions.



ASA/UKCC Level 1 Certificate for Coaching Swimming

Swimming Tutor: Sarah Davison, ASA Tutor (Swimming)

This qualification is aimed at those interested in supporting the swimming programme in a competitive swimming environment. It is recognised as an UKCC Level 1 qualification and is on the NQF at Level 1.

We are running this course in conjunction with Harrow and Wealdstone Swimming Club.

Unit 2 has a focus on Swimming coaching, technical knowledge and practical skills that will allow the coach to fulfil the following role descriptor.



Role

Once qualified the holder of the Level 1 (Support Coach) Certificate for Coaching Swimming is able to actively support a more senior qualified / licensed coach at any level, in the delivery of a pre-prepared session. This person will be expected to have an understanding of the sport and a basic understanding of appropriate corrections to common faults.

Pre-requisites

- Candidates must be at least 16 years of age

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Units	Cost	Venue
L11009-U1	Saturday 24 October, Monday 26 October 2009	09:30 – 16:30	1	£200	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L1C1109	Sunday 1 & 8 November 2009	07:30 – 16:00	2	£175	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Note – The course is offered as unit 2 only for those who hold the ASA/UKCC Level 1 or 2 Teaching Aquatics certificates.

Bookings are subject to our terms and conditions.

ASA Level 1 Certificate for Teaching (Swimming for People with Disabilities)

Swimming Tutor: Ray Lau, ASA Senior Tutor (Swimming) Unit 1

Swimming Tutor: Ellie Purvis, ASA Tutor (Disabilities) & ASA Senior Tutor (Swimming) Units 2 & 3

This certificate is aimed at those interested in teaching swimming to individuals or small groups of people with learning, physical or sensory disabilities under the supervision of a qualified Level 2 Teacher of Swimming for People with Disabilities.

Role

Once qualified a holder of the Level 1 Certificate for Teaching (Swimming for People with Disabilities) is able to support and teach individual swimmers with significant learning, physical or sensory disabilities under the supervision of a qualified teacher (Disabilities).



As the Level 1 certificate holder gains additional experience and following a risk assessment carried out by the supervising teacher the Level 1 Teacher should be able to take responsibility for a group of up to three swimmers with disabilities with the assistance of helpers in the water.

Pre-requisites

- Candidates must be at least 16 years old.

Exemption

If you hold:

- ASA Level 1 Certificate for Teaching Swimming or higher
- ASA/UKCC Level 1 Certificate for Teaching Aquatics or higher

You are exempt from Unit 1 of his qualification

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Units	Cost	Venue
L1D0310F	Saturday 6, 13, 20, 27 March 2010	09:00- 18:00	1 – 3	£330	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L1D0310	Saturday 13, 20, 27 March 2010	09:00- 18:00	2 & 3	£275	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Bookings are subject to our terms and conditions.

ASA/UKCC Level 2 Certificate for Teaching Aquatics

UNITS 1 - 5 ONLY (UNIT 6 WORK PLACEMENT)

Swimming Tutor: Ray Lau, ASA Senior Tutor (Swimming)

This qualification is aimed at those interested in the teaching programme in a learn to swim environment utilising the ASA National Plan for Teaching Swimming (NPTS). It is recognised as an UKCC Level 2 qualification and is on the NQF at Level 2.

Role

Once qualified the holder of the Level 2 (Teacher) Certificate for Aquatic Teaching is able to plan, deliver and evaluate a series of six consecutive sessions within the context of a scheme of work prepared.

There are 6 units, only units 1 to 5 will be covered on this course. Candidates will participate in theory and pool practical sessions.

Assessments for units 1 and 4 is via written examination; units 2, 3 and 5 via log book.

The practical unit 6 is to be arranged by the candidate at their work place. It is possible that this can be arranged at Survive and Save Club on a Friday evening during term time.

Pre-requisites

- Candidates must be at least 17 years of age and
- Hold the ASA/UKCC Level 1 Certificate for Teaching Aquatics OR hold the ASA Level 1 Certificate for Teaching Swimming OR ASA Assistant Teacher Certificate (Swimming)

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Units	Cost	Venue
L21109	Friday 20, 27 November 2009 Sunday 15, 22, 29 November 2009	18:45 – 22:00 09:00 – 18:00	1 – 3	£350	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L2T0210	Monday 15 - Friday 19 February 2010	09:00- 18:00	4 – 5 (unit 6 work placement)	£210 + £90 (Unit 6)	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L2T0810	Sunday 22 - Sunday 29 August 2010	09:00 – 18:00	1 – 5 (unit 6 work placement)	£530 + £90 (Unit 6)	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Bookings are subject to our terms and conditions.



ASA/UKCC Level 2 Certificate for Coaching Swimming

UNITS 1 - 5 ONLY & UNIT 6 WORK PLACEMENT

Swimming Tutor: Sarah Davison, ASA Tutor (Swimming)

The Level 2 (Coach) for Swimming is an all inclusive qualification and sits as the second formally assessed qualification on the coaching qualifications pathway.

Units 1 - 3 are common units to all of the Aquatic Strands and has a focus on "how to teach/coach" skills. It is envisaged that Units 1, 2 and 3 can be delivered to all teachers/coaches who wish to work in the Aquatic environment. Units 4 - 6 have their focus on swimming coaching technical knowledge and practical skills that will allow the coach to fulfil the following role descriptor.



Role

Once qualified the holder of the Level 2 (Coach) Certificate for Coaching Swimming is able to plan, deliver and evaluate a series of six consecutive sessions within the context of a macro cycle prepared by a senior/licensed coach.

There are 6 units, only units 1 - 5 will be covered on this course. Candidates can opt to do units 1 to 5 or units 4 and 5 only on the course. One will participate in theory and pool practical sessions. Assessment will be taken through units 1 and 4 - theory examinations; units 2, 3 and 5 - log book assessment.

This course is to be run in conjunction with Harrow and Wealdstone Swimming Club. The practical Unit 6 assessment is a work placement that must be completed at a club either holding Swim 21 accreditation or actively working towards it.

Pre-requisites

- Candidates must be at least 17 years of age **and**
- Hold the ASA/UKCC Level 1 Certificate for Coaching Swimming OR hold the ASA Level 1 Certificate for Teaching Swimming OR ASA Level 2 Certificate for Teaching Swimming units 1 to 4.
If Candidates hold the ASA/UKCC Level 2 Certificate for Teaching Aquatics, then candidates complete units 4 to 6.

The courses will be held on the following dates:-

Course Ref:	Dates	Times	Units	Cost	Venue
L21109	Friday 20, 27 November 2009 Sunday 15, 22, 29 November 2009	18:45 – 22:00 09:00 – 18:00	1 – 3	£350	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L2C0210	6, 7, 13, 14, 20, 21, 27, 28 February & 7 March 2010	07:30 – 16:00	1 – 5 (unit 6 work placement)	£530 + £90 (Unit 6)	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
L2C0310	20, 21, 27, 28 February & 7 March 2010	07:30 – 16:00	4 – 5 (unit 6 work placement)	£210 + £90 (Unit 6)	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Cost includes ASA assessment fee

Bookings are subject to our terms and conditions.

NRASTC Courses

RLSS National Rescue Award for Swimming Teachers & Coaches (NRASTC)

This course enables those with responsibility for supervising swimming groups. It is accredited by Lifesavers and the Royal Lifesaving Society and recognised by Amateur Swimming Association (ASA) and will cover first aid, resuscitation and pool practical skills.

Pre-requisites

- Candidates must be at least 16 years old.

Course Ref:	Dates	Times	Units	Cost	Venue
NRA1109N	Saturday 14 - Sunday 15 November 2009	09:00 – 17:00	New Candidates	£130	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
NRA1109R	Sunday 15 November 2009	09:00 – 17:00	Renewal Candidates	£70	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
NRA0710N	Saturday 3 - Sunday 4 July 2010	09:00 – 17:00	New Candidates	£130	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD
NRA0710R	Sunday 4 July 2010	09:00 – 17:00	Renewal Candidates	£70	Harrow Leisure Centre Christchurch Avenue Harrow, Middlesex HA3 5BD

Bookings are subject to our terms and conditions.

Other RLSS courses available include:

- RLSS National Pool Lifeguard Qualification (NPLQ)
- RLSS Assistant Teacher (Lifesaving)
- RLSS Trainer/Assessor (Pool Lifeguard & Lifesaving)

CPD Seminars

Safeguarding & Protecting Children

The updated 'Good Practice and Child Protection' workshop and resource (new title 'Safeguarding and Protecting Children') meets the basic foundation requirements for safeguarding and protecting children and young people in sport, for anyone whose role brings them into contact with children and young people across these three target levels.

Anyone with designated responsibility for safeguarding children and young people (whether paid or unpaid) would need to access more specialised learning opportunities. Any volunteer or professional working with children or young people should expect their learning provision to enable them to acquire accreditation for qualifications across the children's work force, in line with the government's Children's Work force Strategy (which seeks to build an integrated qualifications framework).

Course Ref:	Dates	Times	Cost	Venue
SPC1009	Sunday 4 October 2009	13:30 – 16:30	£35	TBC Harrow

Cost: £35

Equity in your Coaching

Everyone should have access to sport, regardless of gender, age, race, ability, faith or sexual orientation. As a coach, you have an important role to play in ensuring this happens. The workshop will help you to apply and extend your existing skills to meet the needs of present and potential participants.

Course Ref:	Dates	Times	Venue
	tbc	tbc	Cedars Youth Centre Harrow Weald, Middlesex HA3

Cost: £35

How to Coach Disabled People in Sport

This workshop tackles all the frequently asked questions posed by sports teachers, coaches and participants about how to work with disabled sports people. This includes a whole spectrum of new ideas for inclusion, the workshop will introduce and offer guidance to any coach involved with disabled people in sport, the emphasis being to introduce coaches to the Inclusion Spectrum and effective practice.

Course Ref:	Dates	Times	Venue
	tbc	tbc	Cedars Youth Centre Harrow Weald, Middlesex HA3

Cost: £30

Bookings are subject to our terms and conditions.

First Aid Courses

First Aid at Work

This course qualifies the first aider in the modern workplace giving you the skills, knowledge and confidence to deal with first aid emergencies. The initial qualification is a four day course to meet the requirements of the Health and Safety (First Aid) Regulations 1981 and is valid for 3 years. It is approved by the Health and Safety Executive (HSE) for the purposes for first aid in the workplace.

The renewal qualification is a two day course and must be taken within the validity period of your certificate.

Pre-requisites

- Candidates must be at least 16 years of age
- For renewal courses candidates must hold a valid First Aid at Work Certificate

Course Ref:	Dates	Times	Venue
	tbc	10.00 - 16.30	TBC Harrow
	tbc	10.00 - 16.30	TBC Harrow

Appointed Persons Certificate

This course is ideal for workplaces presenting smaller or fewer health and safety risks, where a nominated or appointed person is required to take charge in the event of an illness or accident. This is a one day course recognised by the Health and Safety Executive and is valid for 3 years

Pre-requisites

- Candidates must be at least 16 years of age

Course Ref:	Dates	Times	Venue
	tbc	10.00 - 16.30	TBC Harrow
AP02	Sun 19 July 2009	10.00 - 16.30	TBC Harrow

Cost: £70

Bookings are subject to our terms and conditions.

First Aid Courses

Paediatric First Aid Certificate

This course is suitable for those who are working with children and babies. It will be of particular interest to teachers, child minders, crèche assistants, playgroup personnel and anyone working in an Early Years setting.

This course meets the OFSTED standards for first aid provision defined in the guidance for Early Years Foundation Stage. The certificate is valid for 3 years

Pre-requisites

- Candidates must be at least 16 years of age

Course Ref:	Dates	Times	Venue
	tbc		TBC Harrow

Bookings are subject to our terms and conditions.



Terms & Conditions

Checking Availability

Availability of courses can be checked by contacting Sally Baldwin at enquiry@surviveandsave-training.org or on (020) 8429 3905.

Applications for Training Courses & Seminars

Applications/Bookings for all training courses and seminars can be made by post or online:

Postal Bookings

Application forms are available from the back of the training brochure or from www.surviveandsave-training.org.

Completed application forms should be sent to:

Mrs Sally Baldwin
Survive and Save Training Ltd.
37 Lankers Drive
North Harrow
Middlesex
HA2 7PA

On-Line Bookings

On-line booking can be made from www.surviveandsave-training.org. Note that bookings for all courses and seminars close approximately 2 weeks prior to the course date. Should you wish to book a place on a course at short notice it may be possible to accommodate your booking, subject to an administration charge.

Payment

Payment must be made prior to commencement of any course or seminar by any of these methods:

Cheque

Cheques payable to **Survive and Save Training Ltd.** should be enclosed with the application form.

Credit/Debit Card

Credit/Debit Card payments are acceptable subject to 3.5% handling charge. Credit/Debit card payments can be made via the on-line booking facility. Please note that Amex Cards are not accepted.

Invoice

If a company is paying for the place a company purchase order must accompany the application for an invoice to be raised. Note that our payment terms are strictly 30 days on all invoices.



Terms & Conditions

Confirming your booking

Once your booking form and payment have been received availability of the course requested will be checked. If we are unable to offer you a place on the course of your choice we will contact you as soon as possible to offer alternative dates.

A confirmation will be sent approximately 10 days before the course is due to start with details and any specific requirements of the course involved. However we cannot assume responsibility that confirmations reach their intended destination. If confirmation of your course place has not been received within 1 week of the course date we recommend you contact us.

Attendance at the course

All Candidates are required to attend for the full duration of the course as detailed in the course confirmation. To attain certification or take a final assessment as appropriate Candidates are required to undertake and fully complete the requirements of the course syllabus.

Cancellations

Survive and Save Training Ltd. reserve the right to amend course details and notify you accordingly. In circumstances beyond our control, courses may be cancelled at short notice. In such cases we will do our utmost to provide alternative dates, if this is not possible all course fees will be refunded in full. Survive and Save Training Ltd. cannot assume responsibility for any other costs that may be incurred.

Cancellations by you the client

Any cancellation received less than one month before the course will be subject to a 50% cancellation fee. If received less than ten days before the course or in the case of non-attendance the full fee will be forfeit.

Application Form

Personal Details

Name:	
Address:	
Phone:	
Email:	
Date of Birth:	
IoS no. if relevant:	
Medical conditions/ disabilities.	

Course Details

Course Reference	Course Title	Dates

Pre-requisites

Level 1 Cert. no. date	
Where did you hear about this course? (please tick relevant box)	
Club ☐	Friend ☐ Been on another course ☐ Internet ☐ Other(please specify) ☐

- For ASA Level 2 courses - please attach a photocopy of your ASA Level 1 Certificate.
- Confirmation of acceptance will be via email or letter.
- Full payment is required with application form. Payment by invoice is only acceptable on receipt of official purchase order from employer with application form.
- A cancellation policy is implemented.

Cheques made payable to **Survive and Save Training Ltd.**

I agree to the terms and conditions of the company.

Signed: _____ Date: _____

Please return to:

Mrs S Baldwin, 37 Lankers Drive, Harrow, Middlesex HA2 7PA
enquiry@surviveandsave-training.org (020) 8429 3905