



Continuing Professional  
Development 2009

# Swimming Education Training & Development Programme

January 2009 3rd Edition



**SURVIVE & SAVE**  
T R A I N I N G

In conjunction with Survive and Save Club



*"Striving for excellence, participation and succeeding!"*

### The Survive & 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 **Aquamark**. The ASA Approved Scheme for Teaching and Coaching 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 in this coming year will see the implementation of the revised National Plan for Teaching Swimming including the launch of the Rookie Lifeguard programme, which I have acted as consultant to the RLSS UK on this programme.

The training and development programme is open to non club members and you are welcome to apply. Amateur Swimming Association has completely revised their qualifications with separate teaching and coaching strands which are under the ASA/UKCC accreditation. Our revised comprehensive programme increases the variety and depth of ASA & RLSS Teacher training courses, IoS / Sports Coach UK accredited seminars and training /development qualifications from Edexcel.

This year we have expanded the range of ASA/UKCC Level 1 and 2 courses on offer to include both teaching aquatics and coaching certificates. We are working in partnership with our local competitive swimming clubs to be able to host these courses. In addition, we are intending to run ASA Helper and Level 1 in teaching swimming to people with disabilities.

**Ray Lau,**  
Education & 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: TBC

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:	Helper Certificate(swimming)	Times	Venue
HCo509	Friday 1/8 May 2009	18.45 - 22.00	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3

Cost: £57 (includes the £12 ASA Assessment fee)

Course Ref:	Helper Certificate(swimming)	Times	Venue
HD0109	TBC	12.00 - 18.30	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3

Cost: £55 (includes the £12 ASA Assessment fee)

Details of the course leading to the

**ASA LEVEL 1 CERTIFICATE FOR TEACHING (SWIMMING FOR PEOPLE WITH DISABILITIES)** are to be announced.

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 at the commencement of the course
- Be comfortable to swim and participate in the water

The courses will be held on the following dates:-

Course Ref:	Level 1 (Teaching Aquatics)	Times	Venue
L1T0309	Sun 1, 8, 15, 22 March 2009	09.30 - 16.30	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3
	Fri 6, 13, 20, 27 March 2009	18.45 - 22.00	

Cost: £330 (inclusive of resources with the £63 ASA assessment fee)

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.

Course Ref:	Level 1 (Teaching Aquatics)	Times	Venue
L1T0609	Sun 28 Jun, 05, 12, 19 Jul 2009	09.30 - 16.30	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3
	Fri 27 Jun, 03, 10, 17 Jul 2009	18.45 - 22.00	

Cost: £330 (inclusive of resources with the £63 ASA assessment fee)

Details of the course leading to the:

**ASA LEVEL 1 CERTIFICATE FOR TEACHING (SWIMMING FOR PEOPLE WITH DISABILITIES)** are to be announced.

Bookings are subject to our terms and conditions.



Courses leading to the

# ASA/UKCC Level 1 Certificate for Coaching Swimming & Unit 2 separately available

Swimming Tutor: Sarah Davidson, 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 & 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 at the commencement of the course

The courses will be held on the following dates:-

Course Ref:	Level 1(Coaching Swimming)	Times	Venue
	TBC	09.30 - 18.00	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3

Cost: £315 (inclusive of resources with the £50 ASA assessment fee)

This course is also offered as unit 2 only for those who have ASA/UKCC Level 1 for Teaching Aquatics / Swimming or ASA Level 2 certificate for Teaching Swimming. This is the pre-requisite for ASA/UKCC Level 2 Certificate for Coaching. Candidates completing the ASA/UKCC Level 1 Certificate for Teaching Aquatics on the Jan 2009 course can also complete this.

Course Ref:	Level 1 (Coaching Swimming) UNIT 2 ONLY	Times	Venue
L1C0109	Sun 25 Jan 2009 (In conjunction with Teaching Level 1)	09.30 - 18.00	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3
	Sun 08, 15 Feb 2009	09.30 - 18.00	

Unit 2 Cost only: £150 (inclusive of resources with the £25 ASA assessment fee)

Bookings are subject to our terms and conditions.

Courses leading to the

## 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.

Assessment will be taken through units 1 & 4 is assessed via examinations; units 2, 3 & 5 via log book assessments. 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 at the commencement of the course 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:	Level 2 (Teaching Aquatics)	Times	Venue
L20409	Fri 03 Apr 2009	19.00 - 22.00	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3
	Sat 04 Apr to Sat 11 Apr 2009 (excluding Fri 10 Apr 2009)	09.00- 18.00	

Cost: £560 (inclusive of resource materials and £90 ASA Assessment fee). Unit 6 training can be arranged at Survive and Save Club and details are available upon request.

Course Ref:	Level 2 (Teaching Aquatics)	Times	Venue
L20809	Sat 15 Aug to Sat 22 Aug 2009	09.00 - 18.00	Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3

Cost: £560 (inclusive of resource materials and £90 ASA Assessment fee). Unit 6 training can be arranged at Survive and Save Club and details are available upon request.

Bookings are subject to our terms and conditions.

Courses leading to the

## ASA/UKCC Level 2 Certificate for Coaching Swimming

UNITS 1 - 5 ONLY & UNIT 6 WORK PLACEMENT

Swimming Tutor: Sarah Davidson, 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 & 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 & 5 only on the course. One will participate in theory and pool practical sessions. Assessment will be taken through units 1 & 4 - theory examinations; units 2, 3 & 5 - log book assessment.

This course is to be run in conjunction with Harrow & Wealdstone Swimming Club. The practical unit 6 is to be arranged by the candidate at a Swim 21 club and will need to arrange for a work place assessment.

There will be additional costs involved.

### Pre-requisites

- Candidates must be at least 17 years of age at the commencement of the course **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 you already hold ASA/UKCC Level 2 Certificate then complete units 4, 5 & 6 only. 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:	Level 2 (Coaching Swimming) Units 1 to 5 only	Times	Venue
	TBC		Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex HA3

Units 1 to 5 Cost: £560 (inclusive of resource materials and £90 ASA Assessment fee)

Units 4 & 5 Cost: £290 (inclusive of resource materials and £45 ASA Assessment fee)

Bookings are subject to our terms and conditions.



# Sports Coach UK Workshops

## 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:	Safeguarding and Protecting Children	Times	Venue
SPCo309	Sun 29 Mar 2009	13.30 - 16.30	Cedars Youth Centre Harrow Weald, Middlesex HA3
SPC1009	Sun 04 Oct 2009	13.30 - 16.30	

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:	Equity in your Coaching	Times	Venue
EYCo309	Sun 01 Mar 2009	13.45 - 16.45	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:	How to Coach Disabled People in Sport	Times	Venue
HCD0309	Sun 01 Mar 2009	11.00 - 13.00	Cedars Youth Centre Harrow Weald, Middlesex HA3

Cost: £30

Bookings are subject to our terms and conditions.





## Other Courses

### RLSS National Rescue Award for Swimming Teachers & Coaches

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.

Course Ref:	RLSS NRACTC	Times	Venue
NRA01	TBC	09.00 - 18.00	Harrow Leisure Centre

Cost: £100

Bookings are subject to our terms and conditions

### Nuco Training Ltd. Appointed Persons Certificate

Arrangements should be made for an Appointed Person to be available to undertake these duties at all times when people are at work. In the absence of the First Aider, employers must appoint a person for this purpose. It should be remembered that Appointed Persons are not First Aiders and should not attempt to give First Aid for which they have not been trained. This includes looking after the equipment and facilities and calling the Emergency Services when required.

Course Ref:	Appointed Persons	Times	Venue
AP01	Sun 08 Mar 2009	10.00 - 16.30	TBC Harrow
AP02	Sun 19 July 2009	10.00 - 16.30	TBC Harrow

Cost: £70

- Nuco Training Ltd. First Aid at Work Certificate
- RLSS National Pool Lifeguard Qualification
- RLSS Assistant Teacher (Lifesaving)
- RLSS Trainer/Assessor (Pool Lifeguard & Lifesaving)
- Sports Coach UK workshops

Please check our website for up to date information. [www.surviveandsave-training.org](http://www.surviveandsave-training.org) (020) 8429 3905



# 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	
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- 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, Middlesex HA2 7PA  
enquiry@surviveandsave-training.org (020) 8429 3905



# Terms & Conditions

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## Checking Availability

Availability of courses can be checked by contacting Sally Baldwin at [enquiry@surviveandsavetraining.org](mailto:enquiry@surviveandsavetraining.org) or on (020) 8429 3905.

## Applications for Training Courses and 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](http://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](http://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

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## 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.

