AUSTSWIM Teacher of Swimming and Water Safety™

**Duration:**
18 hrs (Theory & Practical Presentation)

**Content:**
1. Overview of AUSTSWIM and the aquatic industry
2. How people learn
3. Being an effective teacher
4. Aquatic Safety, survival and rescue skills
5. Principles of movement in water
6. Water familiarisation, buoyancy, mobility and safety
7. Teaching safer diving skills
8. Towards efficient stroke development
9. Plan, deliver and review a lesson

**Assessment:**
During the course
1. Continuous Aquatic Sequence
2. Demonstrate competence in rescue techniques

**Additional requirements**
1. Online theory assessment
2. Practical demonstration of teaching skills, including preparation of lesson plans
3. Practical teaching hours including observation, supervised teaching and verification of teaching competency
4. Teacher Declaration (completed online with theory assessment)
5. Submission of photo for AUSTSWIM Teacher License™
6. A copy of a current Cardio Pulmonary Resuscitation (CPR) award

(All assessment components must be satisfactorily completed within 12 months from the date of commencement of the course)

**EXTENSION COURSES**

**AUSTSWIM Teacher of Infant & PreSchool Aquatics (INF)**

**Duration:**
9 hrs (Theory & Practical Presentation)

**Content:**
1. Philosophy of infant and preschool aquatics
2. Early childhood development
3. Teacher, parent and child relationships
4. Health, hygiene and water safety
5. Water familiarisation
6. Aquatic skill development
7. Plan, deliver and review a lesson

**Assessment:**
During the course
1. Continuous Aquatic Sequence
2. Demonstrate skills for teaching purposes

**AUSTSWIM Teacher of Towards Competitive Strokes (TCS)**

**Duration:**
9 hrs (Theory & Practical Presentation)

**Content:**
1. Towards competitive strokes
2. Learning – make it work
3. External influences and conditions
4. Development of competitive strokes technique
5. Instructional styles

**Assessment:**
During the course
1. Continuous Aquatic Sequence
2. Demonstrate skills for teaching purposes
3. Lesson Planning

**Additional requirements**
1. Online theory assessment
2. Practical observation hours
3. Show evidence of holding a current Cardio Pulmonary Resuscitation (CPR) award
4. Teacher Declaration (completed online with theory assessment)
5. Submission of photo for AUSTSWIM Teacher License™

**AUSTSWIM Teacher of Aquatics - Access and Inclusion (TAI)**

**Duration:**
9 hrs

**Content:**
1. A journey through aquatic participation
2. Safety and legal issues
3. Communication and perception
4. Plan, deliver and review
5. Skills for movement through water

**Assessment:**
During the course
1. Continuous Aquatic Sequence
2. Practical demonstration of teaching skills, including the preparation of lesson plans

**Additional requirements**
1. Online theory assessment
2. Practical demonstration of teaching skills, including the preparation of lesson plans
3. Show evidence of holding a current Cardio Pulmonary Resuscitation (CPR) award
4. Teacher Declaration (completed online with theory assessment)
5. Submission of photo for AUSTSWIM Teacher License™

(All assessment components must be satisfactorily completed within 12 months from the date of commencement of the course)
The following will be provided for you at the course:
- The AUSTSWIM Teacher of Swimming and Water Safety™ Manual.

What should you bring for the course:
- You need to bring some snacks or food, swimwear, swim cap, spare towel, notepad and pen.

Assessment Items which are required to completed and/or forwarded after the presentation of the Course are:
- Online Theory Assessment
  The Online exam, Teacher Declaration and Course Assessment are accessed via AUSTSWIM website www.austswim.com.au
  To access the Online exam Teacher Declaration and Course Assessment, Click e-learning Centre on the Home page and enter your Log in details following the instructions as:
  - If you enrolled in a course online or already hold a license go to instruction 5, all others will need to “activate their account,” “click here” (under the login spot)
  - Enter your unique email address. This will be the address you originally entered on the data base or used on any Hard copy Application. If you have a problem with this call AUSTSWIM SEA on 1300 222 372
  - Enter a password and confirm the password
  - A confirmation email will be sent, and you use the link from that email to complete the activation
  - Go to the “e-learning centre” and log in.

You may commence any time after the start of the presentation of the Course. The login details will also be used for all future AUSTSWIM online features, however access to the current course materials only remain valid for a period of 12 months.

The exam consists of multiple-choice questions. All questions must be answered correctly in order to successfully complete the exam. The exam is open book and does not need to be completed in a single sitting. You can do as much as you like each time you access it until complete. Candidates receive instant verification upon successful completion of the exam. The Teacher Declaration and the Course Evaluation must be completed online before the exam is considered complete.

Cardio Pulmonary Resuscitation Certificate
The candidate must provide evidence of holding a current approved Cardio Pulmonary Resuscitation (CPR) award, including one and two operator techniques and discussion and practice of modifications for children and infants. It is not necessary to have this prior to attending the course. To be current, the CPR must have been gained within one year previous to the date all course requirements will be completed and may be included in a Pool or Surf Bronze, Pool Lifeguard, First Aid certificate or similar award. It is not necessary to send an original; a photo copy is sufficient. It can be provided at the course to save extra work later.

Verification of Teaching Competency
To be assessed on Teaching Competency skills by a current licenced AUSTSWIM Assessor.
Contact AUSTSWIM SEA to access an assessor.

Candidate Guidelines
Before being eligible to be verified for Teaching Competence a candidate must have:
- Completed an appropriate number of supervised teaching experience hours and received advice from the supervising teacher that they are ready to have their Teaching Competency verified.
- Prepared 3 lesson plans appropriate to the lesson they have been allocated.
- The lesson plans must be completed, and should be planned for a duration of 30 minutes and have a minimum of 4 participants who are aged from 4 years to adults. The class size will vary depending on the ability of the students. Prior to commencing the verification of the Teaching Competence lesson, candidates must provide the assessor with these lesson plans.

The Verification of Teaching Competency Form is to be signed:
- By the verifying assessor and the candidate. Where possible it is recommended the assessor signing this form is different from the person who supervised the teaching experience hours. Note that the assessor cannot be a relative or guardian of the candidate.
- If the candidate successfully completes all the criteria to the satisfaction of the assessor the Verification of Teaching Competency Form is to be signed and returned to the candidate.
- If the candidate does not meet all of the criteria they are encouraged to complete more teaching experience before presenting for re-verification.

Photo ID
Form 7 in the Handbook you receive at the course. Please read the instructions carefully. Make sure the Guarantor meets the requirements as per Section 2 on the Form and they complete Section 3 and sign on the back of the photo.
Additional Information (Please read carefully)

The following will be completed at the Course:

Practical Assessment of Rescue Competencies

General Guidelines

Candidates will be dressed in swimwear for all practical assessments. The successful demonstration of rescue techniques is an indication of the skills at the time of the assessment. Regular practice is required to ensure that the required skill level is maintained.

1. Rescue Competencies

AUSTSWIM candidates are required to show competence in performing each of the following Non-Swimming Rescues that can be used at a pool or in confined natural shallow water.

- Reach rescue
- Rope throw rescue
- Throw a flotation aid

AUSTSWIM candidates are required to show competence in performing each of the following swimming Rescues that can be used at a pool or in confined natural shallow water.

- Wade rescue
  In shallow water, a weak swimmer is in difficulty 10 to 15 metres from the point of entry. An aid (rigid or flotation) is available. Using an appropriate entry, perform a 10 to 15 metre wade rescue. Show the best practice method for maintaining self-preservation and reassure the swimmer to climb out.

- Non-contact Rescue (or accompanied) with defensive techniques
  A conscious weak swimmer is in difficulty 10 to 15 metres from the point of entry. An aid (rigid or flotation) is available. Using an appropriate entry, perform a 10 to 15 metre non-contact rescue. Show the best practice method for maintaining self-preservation. Reassure and assist the swimmer to climb out. This rescue should be performed at the deepest part of the pool.

- Contact Tow (Recover and Resuscitate) with water search procedures
  A drowning person is on the pool floor. Candidates must: Enter the water from the poolside. Search for a drowning person. Recover a person or an object from a depth of 1 – 2 metres. Return to the surface using an object. Substitute the object for the person simulating unconsciousness. Take the person to the nearest point of support. Simulate rescue breathing. This rescue should be conducted at the deepest part of the pool.

- 2. Spinal Injury Management

Vice Grip

Candidates must apply a vice grip for the immobilisation of a spinal injury to the neck of a person in shallow water (face down). Check for signs of life and then wade with the casualty for 5 metres. Summon assistance.

Extended Arm Roll-Over

Candidates must demonstrate an extended arm roll-over for the immobilisation of a spinal injury to the neck of a person in shallow water (face down). Check for signs of life and wade with the person to safety. Summon assistance.

Note: The extended arm roll-over should be conducted in water that is too shallow to conduct a vice grip.

3. Continuous Aquatic Sequence

In order to determine candidates are comfortable and confident in an aquatic environment, the candidate is required to complete a Continuous Aquatic Sequence comprising of:

- Enter the water with an appropriate feet first entry
- Float, scull or tread water for 1-2 minutes with feet off the bottom of the pool
- Fully submerge and swim underwater for 2 – 5 metres and re-surface
- Swim 40 – 50 metres on the front with face in water (displaying comfortable breathing technique)
- Rotate or roll onto back
- Swim 40 – 50 metres on the back
- Exit the water appropriately.

It is to be noted that this is to be completed as one continuous sequence without rest stops.

4. Practical Demonstration of Teaching Skills.

This activity is designed to assess the candidate’s ability to demonstrate for teaching purposes specific teaching of swimming and water safety skills. The method of assessment is Role play.

Assessment guidelines

- This activity is to occur during the practical components of the course presentation.
- Candidates are required to instruct a minimum of one skill from each of 4 categories to a small group of candidates.
- ALL requirements must be completed within 12 months of undertaking the course.
**REFUNDS & CANCELLATION POLICY**

- Transfers will incur an administration fee of 10% of the enrolment fee, if more than 2 weeks notice is given.
- If less than 2 weeks notice is given, transfers will incur an administration fee of 20% of enrolment fee.
- If a transfer is made for medical reasons, prior to the commencement date of the course, a transfer to another course will be provided free of charge.
  *Non-attendance at a course, or any subsequent make up sessions, or non-advice of cancellation within 48 hours prior to the commencement date of the course, except for medical reasons, will result in the forfeit of the full enrolment fee.
- If a cancellation is made for medical reasons, prior to the commencement date of the course, a transfer to another course will be provided free of charge.
- If a cancellation is made for medical reasons, after the commencement date of the course, a 20% administration fee will be charged.

Transfer and Cancellation requests are to be sent to AUSTSWIM SEA, and must include the following:

- Training course Transfer Form or Training course Cancellation Form please send an email to info@austswimsea.com to request a copy.
- Receipt of payment/enrolment confirmation
  *If a medical certificate is provided, transfers will be arranged free of charge
- In the event of the course being cancelled or postponed by AUSTSWIM SEA you will be offered a full refund or you may elect to transfer to another course.

**PLEASE NOTE**

If you have not received your Licence within 30 days after submission of all requirements please contact the Course Provider. Please do not contact the Course Provider before this time.

Candidates must be a minimum of 17 years of age to receive their Licence. We look forward to your attendance and know that you will receive a lot of useful skills and ideas to assist in your teaching of swimming and water safety. If we can assist further please do not hesitate to contact

**AUSTSWIM SOUTHEAST ASIA SDN BHD**

Level 3, National Aquatics Centre Bukit Jalil,
Kuala Lumpur Sports City,
57000 Kuala Lumpur, Malaysia
Customer Care Line: 1300 222 372
E-mail: info@austswimsea.com

*The enrolment fee includes all course requirements and resources.

**PRIVACY POLICY**
The Course Provider adheres to the AUSTSWIM SEA’s privacy policy as available at www.austswimsea.com/privacy-statement/
AUSTSWIM SEA Enrolment and Course Terms & Conditions

THIS IS AN IMPORTANT DOCUMENT AND YOU SHOULD READ IT CAREFULLY BEFORE SIGNING IT. UPON SIGNING THIS FORM AND DECLARATION YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTOOD THESE TERMS AND CONDITIONS.

In consideration of my application for enrolment in the AUSTSWIM South East Asia (AUSTSWIM SEA) Course being accepted and my participation in the course, I acknowledge the following terms and conditions:

1. Definitions – in these terms and conditions:
   “AUSTSWIM” means and includes AUSTSWIM SEA, and where the context so permits, their respective directors, officers, members, servants or agents.
   “Claim” means and includes any action, suit, proceeding, claim, demand, damage, penalty, cost or expense however arising.
   “AUSTSWIM Course” means the course being conducted by or on behalf of AUSTSWIM and undertaken by the candidate.

2. If accepted I will be permitted to participate in the AUSTSWIM Course subject to my compliance with the terms and conditions of the AUSTSWIM Course, this declaration, and any reasonable direction issued by the AUSTSWIM Course organisers or their representatives.

3. This document cannot be amended. If I do amend it my application will be null and void.

4. This declaration comprises a contract between me and AUSTSWIM SEA. It is necessary and reasonable for promoting and conducting the AUSTSWIM Course.

5. Risk Warning and Waiver: Participation in the AUSTSWIM Course can be inherently dangerous and may involve risk. There are risks specifically associated with participation in the AUSTSWIM Course and accidents may happen that could result in property damage, personal injury or death. Serious accidents may happen which may result in me being injured or even killed. I have read and understood this warning and voluntarily accept and assume the inherent risks in the AUSTSWIM Course.

6. Exclusion of Liability: Except where provided or required by law and such cannot be excluded, I agree that it is a term of my entry in the AUSTSWIM Course (if accepted) that AUSTSWIM is absolved from all liability however arising from injury or damage however caused (whether fatal or otherwise) arising out of my participation in the AUSTSWIM Course. I acknowledge that these terms and rights, and any liability of AUSTSWIM flowing from them, are expressly excluded, restricted or modified by these AUSTSWIM Course terms and conditions.

7. Release and Indemnity: In consideration of AUSTSWIM accepting my application for entry to the AUSTSWIM Course, to the extent permitted by law, I:
   a) release and forever discharge AUSTSWIM from all Claims that I may have or may have had for this release arising from or in connection with my participation in the AUSTSWIM Course; and
   b) release and indemnify AUSTSWIM against any Claim which may be made by me or on my behalf for or in respect of or arising out of my death whether caused by negligence or breach of contract by AUSTSWIM or in any other manner whatsoever, and
   c) indemnify and will keep indemnified and hold harmless AUSTSWIM to the extent permitted by law in respect of any Claim by any person including but not only another participant in the AUSTSWIM Course:
      i) arising as a result of or in connection with my participation in the AUSTSWIM Course; and
      ii) against AUSTSWIM in respect of any injury, loss or damage arising out of or in connection with my failure to comply with the rules and/or directions of AUSTSWIM (or any authorised person).

Save that the above releases and indemnities shall not apply to the extent that the loss, damage or injury that is the subject of the Claim is caused by a grossly negligent act or omission of AUSTSWIM.

8. Fitness to Participate/Disclosure of Medical Conditions: I declare that;
   a) I am and must continue to be medically and physically fit and able to participate in the AUSTSWIM Course;
   b) I am not and must not be a danger to myself or to the health and safety of others.
   c) I am not presently receiving treatment for any condition, illness, disorder or injury which would render it unsafe for me to take part in the AUSTSWIM Course.
   d) I will immediately notify AUSTSWIM in writing of any change to my fitness and ability to participate. I understand and accept that AUSTSWIM will continue to rely upon this declaration as evidence of my fitness and ability to participate.
   e) I agree to report any accidents, injuries, loss or damage I suffer during the AUSTSWIM Course to AUSTSWIM personnel before I leave any training venue.

Medical Treatment: I consent to receiving any medical treatment that the AUSTSWIM Course organisers or their authorised representatives consider necessary or desirable during or after the AUSTSWIM Course. I also agree to reimburse AUSTSWIM for any costs or expenses incurred in providing me with medical treatment.

Bar to Proceedings: AUSTSWIM may plead this contract as a bar to proceedings now or in the future commenced by me or on behalf of me or by any person claiming through me. Where I seek to commence proceedings against AUSTSWIM, I will:
   a) commence these proceedings in the courts of the jurisdiction in which any incident occurs;
   b) waive any right to object to the exercise of such jurisdiction;
   c) where I seek to commence proceedings in another jurisdiction from which the incident occurs, consent (if required by AUSTSWIM) to move those proceedings to the jurisdiction in which the incident occurs including any application made by AUSTSWIM to move the proceedings to the jurisdiction in which the incident occurs;
   d) pay the costs of any application made by AUSTSWIM under paragraph 12 and will consent to any application for security of costs made at any time by AUSTSWIM; and
   e) consent to paying AUSTSWIM’s legal defence costs of the proceedings (on a solicitor client basis) where AUSTSWIM successfully defends the proceedings.

Governing Law: The governing law of this agreement is the law of Malaysia (“Jurisdiction”).

Privacy: I understand that the information I have provided in my application is necessary for the conduct and management of the AUSTSWIM Course and that it is collected in accordance with AUSTSWIM’s Privacy Policy (available at https://www.austswimsea.com/privacy-statement/) I acknowledge and agree that the information will only be used by AUSTSWIM to facilitate the conduct of AUSTSWIM Courses and/or to provide me with promotional material from AUSTSWIM sponsors and third parties. If the information is not provided my application may be rejected. I acknowledge that if I do not wish to receive promotional material from AUSTSWIM sponsors and third parties I must advise AUSTSWIM in writing.

Use of Images: I acknowledge and consent to photographs or electronic images being taken of me during my participation in an AUSTSWIM Course. I acknowledge that the photographs are owned by AUSTSWIM and that AUSTSWIM may use the photographs for promotional or other purposes without my further consent being obtained. Further, I consent to the AUSTSWIM Course organisers using my name, image, likeness and also my performance in the AUSTSWIM Course, at any time, to promote the AUSTSWIM Course by any form of myself.

Entire Agreement: This agreement (and the documents to which it refers) constitutes the entire agreement between the parties in respect to the AUSTSWIM Course. To the extent that any clause of this agreement is void or unenforceable it is severable and does not affect the remaining portions of this agreement.

APPLICATION & DECLARATION

I have read, understood, acknowledge, and agree to the declaration above including the warnings, exclusion of liability, release and indemnity. I acknowledge that if my application to enter the AUSTSWIM SEA course is successful I will be entitled to participate in the AUSTSWIM SEA course. I also agree to the AUSTSWIM SEA enrolment terms and conditions at www.austswimsea.com

Signature: ___________________________________________ Name: ___________________________ Date: ___________________________

Where the applicant is under 18 years of age this form must also be signed by the applicant’s parent/guardian.

Signature: ___________________________________________ Name: ___________________________ Date: ___________________________

“Become a certified AUSTSWIM Teacher™ today.”