

1. **TITLE**
ASA Certificate for Teaching Adult and Child Water Activities

2. **PRE REQUISITE**

Candidates must:

- 2.1 Be at least 18 years of age at the commencement of the course
- 2.2 Be a holder of an ASA Level 2 Certificate for Teaching Swimming (minimum of Units 1, 2 and 3)
- 2.3 Be the holder of an ASA Teacher Certificate (Swimming) pre 2000 and have evidence of Continuing Professional Development (CPD)

3. **ROLE**

Once qualified a holder of the Adult and Child Certificate is able to teach Adult and Child Water Activities and skills to a group with a range of abilities normally consisting of up to 8 children, each with an adult, and to organise and supervise assistants. As the teacher gains additional experience it is reasonable for the number of pupils being taught to increase with the requirements as stated in the current edition of Safe Supervision for Teaching and Coaching Swimming.

4. **TIME ALLOCATION**

4.1	Theory content appropriate to Adult and Child Water Activities	10 hours
4.2	1* Practical Teaching experience	2 hours per candidate
4.3	Practical Teaching Observation (to run concurrently with 4.2)	1 hour per candidate (optional)
4.4	2* Practical Skill Analysis	30 minutes
4.5	Tutor Demonstration	30 minutes
4.6	Written knowledge test	45 minutes

1* Normally with a minimum of 2 children and a maximum of 8 children together with their adults, to incorporate working with a range of children between the ages of 4 months to 5 years and a range of abilities working within the framework of the ASA National Plan for Teaching Swimming (NPTS) - Foundation phase

NB Candidates should teach a group with a minimum 4 adults and 4 children on at least one occasion

2* Skill analysis must be led by the tutor. It is not permissible for this to be completed without the direct supervision of the tutor. This does not apply to time spent on skill analysis which is additional to the course requirements. The skill analysis can either be carried out from the poolside or through the use of an appropriate video in the classroom

5. **TOTAL LENGTH OF COURSE**

Based on a course of 12 candidates and 6 teaching stations the minimum number of hours required is:-

10 hours Theory
5 hours Practical
15 hours Total plus 45 minute written knowledge test

The practical time is an example only. The actual course length will be determined by the number of candidates and the number of teaching stations. Sufficient time for breaks and change over must be allocated when calculating total course time.

The maximum time allowed for each day of a course is 8 ½ hours for "theory days" and 7 ½ hours for days which include practical teaching.

6. **GUIDED LEARNING HOURS AWAY FROM THE COURSE**

Candidates will be expected to prepare sessions and complete additional tasks allocated by the course tutor including general reading and worksheets between sessions. The exact time required will vary from candidate to candidate. This will normally amount to approximately 4-6 hours.

7. **PRE-COURSE RECOMMENDATIONS**

To get the most out of the course it is recommended that prior to attending a course you:

- 7.1 Shadow a qualified ASA Adult and Child teacher
- 7.2 Complete the following sections of your log book:
 - Section 2 - Personal details, Personal Development Plan
 - Complete any worksheet questions which you understand and feel able to answer
- 7.3 Read the recommended course text book 'Make a Splash'

8. **ASSESSMENT AND VERIFICATION**

- 8.1 Assessment of practical teaching will be on a continuous basis and through the use of the assessment check list and oral questioning
- 8.2 Assessment of theoretical knowledge will be through the Adult and Child log book, questioning and a written knowledge test.
- 8.3 Each candidate should normally have a minimum of one recorded practical assessment by the course tutor, in addition to the final assessment checklist
- 8.4 Each course will normally be verified on a minimum of one occasion by the verifier appointed to the course

Assessment of points 8.1, 8.2 (not including the written knowledge test) and 8.3 will be by the course tutor and verified by the appointed verifier. Assessment of the written test will be by the appointed verifier

9. RESULTS

- 9.1 Candidates will be required to pass in both theoretical aspects and practical teaching
- 9.2 Candidates should be informed of the result of the practical teaching and log book by the course tutor/assessor
- 9.3 Theoretical results (written knowledge test) will only be communicated to the candidate by the ASA Education Department.

10. COURSE ADMINISTRATION

- 10.1 The maximum number of candidates is 12
- 10.2 Course organisers must ensure that they read the section on General Regulations and Administration before registering a course. Full details can be found on the ASA website (www.britishswimming.org) or by request from the ASA Education Department.

11. DEPTH OF KNOWLEDGE

The depth of knowledge required is described in the ASA publication 'Make a Splash – an Introduction to Adult & Child Water Activities' plus The Foundation Phase (Adult and Child) of the National Plan for Teaching Swimming

Additional Guidance (NB Manual support and communication plays a major part in adult and child water activities but please be aware of the following)

Manual Support

Manual support refers to assistance which may be given to help the learner. In swimming this might be assistance given to a non swimmer or beginner to achieve a horizontal position and to aid movement through the water. When manual support is being provided care must be taken to avoid embarrassment to the teacher or the pupil. It is recommended that where manual support is provided other adults and pupils should be in attendance.

Manual Manipulation

Manual manipulation refers to assistance which may be given to help the learners to simulate information related to the movement of limbs in relation to the skill being learnt. Assisting a learner to perform the Breaststroke leg action is one example. **The manual manipulation of limbs should be avoided at this level and age as there is the potential to cause injury.**

SECTION A - THEORY

INTRODUCTION

This unit covers a range of theoretical aspects relevant to the teaching of Adult and Child Water Activities. Some aspects such as fundamentals and planning will have been covered by the candidate as part of the Level 2 Certificate for Teaching Swimming Course, therefore, the content of Section A will focus on the application specific to adult and child.

NB: All elements, assessment objectives and syllabus within this section are within the ADULT and CHILD environment

ELEMENT 1 - *NATIONAL PLAN FOR TEACHING SWIMMING: At the end of the element the candidate will have:

Assessment Objective:

1.1) *a knowledge of the foundation phase of the National Plan for Teaching Swimming

Syllabus Adult and Child - Foundation phase and associated, duckling, awards; use of the plan as an aid to session preparation

* Tutors delivering courses in Scotland may substitute the SASA Plan where appropriate

estimated time for this element - 30 minutes

ELEMENT 2 - TECHNICAL KNOWLEDGE: At the end of the element the candidate will have:

Assessment Objective:

2.1) an understanding of the principles of child development up to the age of 5 years

Syllabus child growth and development, i.e., physical, intellectual, languages, emotional and social (psychological and behavioural) and its relevance to adult & child water activity classes

Assessment Objective:

2.2) a knowledge and understanding of the acquisition of skill

Syllabus learner variables, repetition, reinforcement and the development of perceptual motor skills, motivation techniques – praise, feedback, incentive schemes

estimated time for this element - 1 hour 45 minutes

ELEMENT 3 - TECHNICAL KNOWLEDGE SPECIFIC TO ADULT AND CHILD WATER ACTIVITIES:

At the end of the element the candidate will have:

Assessment Objective:

3.1) a knowledge of aquatic skills including pre-pool preparation

Syllabus pre-pool work; supports and holds, water confidence, independence, progression, flotation, rotation, balance, aquatic breathing, breath control, submerging activities, movement, travel, paddling, propulsion, alternating and simultaneous actions, safety and survival skills

Assessment Objective:

3.2) a knowledge of safe methods of entry

Syllabus steps, sitting/swival, jumping, with and without assistance

Assessment Objective:

3.3) a knowledge of safe methods of exit

Syllabus steps, climbing out, with and without assistance

Assessment Objective:

3.4) a knowledge of the use of a range of swimming aids and equipment

Syllabus floats, arms bands/discs, buoyancy suits, woggles, egg flips, sinkers, toys, music

Assessment Objective:

3.5) a knowledge of skill analysis

Syllabus recorded observation and analysis techniques appropriate to children, with their adults, from 4 months to 5 years

Assessment objective:

3.6) a knowledge of recreational activities, games and experiential learning

Syllabus fun, games, songs, nursery rhymes, themes, sequences, guided discovery

estimated time for this element - 4 hours 30minutes

ELEMENT 4 - CONDUCTING AN ADULT AND CHILD WATER ACTIVITIES SESSION:

At the end of the element the candidate will have:

Assessment Objective:

4.1) a knowledge of planning schemes of work and individual session plans

Syllabus session planning and evaluations appropriate to the ability and needs of the group and in line with the NPTS – Foundation phase including aims and objectives; skill development, progression, teaching points, organisation; equipment; methods of recording attendance, progress and effectiveness of the teacher, planning for different pools i.e, beach type, deep water etc

Assessment Objective:

4.2) a knowledge of the organisation of groups

Syllabus working with groups of adults and children, working with two or three groups of adults with children of varying abilities, use of a variety of organisation methods – random, circles, lines etc

Assessment Objective:

4.3) a knowledge of the effective use and supervision of assistant/helper

Syllabus allocation of tasks, monitoring performance, evaluating performance, mentoring

Assessment Objective:

4.4) a knowledge of issues related to sport equity in respect of Adult and Child classes

Syllabus issues related to equality of opportunity and integration, gender, ethnicity, age, social inclusion, awareness of selected disabilities, hearing and visual impaired, learning difficulties, issues related to assisting and handling, skill modification to accommodate individual needs

Assessment Objective:

4.5) a knowledge of effective communication within the context of adult and child water activities

Syllabus communication to the child through the adult, visual (demonstration, mine, model) verbal and manual communication, one to one, part group, and whole group situation,

Assessment Objective:

4.6) a knowledge of progression – understanding the appropriate time to phase out the adult and more towards more 'formal' type sessions

Syllabus progression from adult and child water activities to independence and phase 1 of the National Plan for Teaching Swimming i.e., Non-swimmers

estimated time for this element - 2 hours 30 minutes

ELEMENT 5 – HEALTH AND SAFETY SPECIFIC TO WORKING WITHIN AN ADULT AND CHILD ENVIRONMENT:

At the end of this element the candidate will have:

Assessment Objective:

5.1) a knowledge of Pool Safety Operating Procedures (POSPs) and related Health and Safety issues specific to working with the under fives

Syllabus Emergency Action Plan (EAPs) and Normal Operation Procedures (NOPs), risk assessment, reporting and recording procedure, lifeguarding responsibilities of teachers, use of electrical equipment near water, pool design and potential hazards, pool hygiene, common medical conditions and illnesses, ASA Guidance Document 'Teaching from Poolside'

Assessment Objective:

5.2) an understanding of the ASA Child Protection Procedures appropriate to Adult and Child water activities classes

Syllabus implications of the procedures in relation to good practice in the teaching of adult and child water activities

estimated time for this element - 45 minutes

SECTION B - PRACTICAL – ADULT and CHILD WATER ACTIVITIES

INTRODUCTION

This unit focusses on the application of the theoretical knowledge developed through Section A in the context of teaching adult & child water activities sessions and covers the Foundation Level of the ASA National Plan for Teaching Swimming. At this level the NPTS is used to provide a framework for the type of skills and techniques which will be developed.

For courses delivered in Scotland the tutor may use the SASA plan if appropriate.

Time Allocation

Each candidate will be required to teach for 2 hours which should cover working with a variety of age ranges:

- children aged between 4 months and 15 months with an adult accompanying them in the water
- children aged between 15 months and 36 months with an adult accompanying them in the water
- children aged 3-5 years with/without an adult accompanying them in the water

Additional Time Requirements

Practical skill analysis	-	30 minutes
Tutor demonstrations	-	30 minutes
Teaching Observation	-	1 hour (optional)

At the end of the unit the candidates will be able to plan, conduct and evaluate a session(s) demonstrating an ability to:

1)	prepare session plans and scheme of work appropriate to the adult and child water activities and the level of the group
Syllabus	practical application of section A element 4.1
2)	use a range of teaching methods appropriate to adult and child water activities
Syllabus	practical application of section A element 3.6
3)	use aids and equipment appropriate to adult and child water activities
Syllabus	practical application of section A element 3.4
4)	introduce and develop a range of aquatic skills appropriate to adult and child water activities
Syllabus	practical application of section A element 3.1
5)	apply the principles of skill acquisition
Syllabus	practical application of section A element 2.2
6)	analyse skills and take appropriate action
Syllabus	practical application of section A element 3.5
7)	communicate effectively in a variety of situations
Syllabus	practical application of section A element 4.5
8)	organise and manage an assistant/helper
Syllabus	practical application of section A element 4.3
9)	organise and manage groups of children with an adult accompanying them in the water
Syllabus	practical application of section A element 4.