



Swimming South Africa's Quality Assurance

Swimming South Africa uses the quality assurance process to assess whether a candidate can demonstrate that they can meet the assessment requirements for a unit of study through the possession of knowledge, understanding or skills that they already possess and do not need to develop them through a formal course of learning.

The use and implementation of the QA process prevents candidates from being repeatedly assessed for skills or knowledge that they already possess, therefore any previous achievements or relevant experiences obtained through various environments (e.g. formal work, informal, at home and/or at leisure) are applicable, as long as the standards and requirements detailed in the unit specification and assessment criteria are met.

Credit can be awarded once the candidate has successfully demonstrated and provided evidence to the assessor that they have met the learning outcomes and assessment criteria of the complete unit or units being applied for.

Quality Assurance is an alternative route for people that have been coaching for years without being accredited and NOT A SHORTCUT to attaining an accreditation.

Application Requirements

Before making an application via the affiliate applicants must ensure that they have the relevant pre-requisites in place and available for checking at the start of their portfolio of evidence (POE). All costs of the process are to be met by the applicant.

Pre-requisites

- A) Complete an application form requesting QA and for which qualification (tick the appropriate box on the enrolment form).

- B) Make the correct payment as indicated on the list provided and have evidence of this.

- C) Be in possession of a Level 1 Department of Labour approved First Aid certificate that is less than one year old (certified copy to be supplied) .

- D) Be in possession of a Department of Labour approved CPR certificate if your first aid is older than 1 year but still valid (certified copy to be supplied).

- E) Full Police clearance certificate (certified copy to be supplied).
- F) South African I.D. document (certified copy to be supplied).
Foreign passport (certified copy to be supplied).
- G) Current C.V.
- H) Motivational statement to support application.
- I) Official proof of Level(s) and number of swimmers being coached.
- J) Signed Swimming South Africa Code of Conduct.

Content for a Portfolio of Evidence (POE)

The POE should be as comprehensive as possible to allow the assessor to come to a suitable conclusion about the level of current skills, knowledge and previous learning of a candidate. The following are suggested samples of documents that should support the application.

NB: However an assessor is still entitled to interview and/or watch the candidate carrying out the duties of a coach.

- A) Any formal qualifications supported by the transcript of learning. (Foreign qualifications that are in a language other than English must be supported by a certified translation.)
- B) There must be evidence that the candidate attended the child protection and LTPD workshops
- C) There must be evidence of a practical assessment conducted by an SSA accredited and registered assessor.
- D) Any references that you may have that attest to previous/current ability and character.
- E) Session plans

GUIDELINES FOR SESSION PLANS

1. Cycle plans for training & competition supported by the individual session plans and Coaches evaluations.
2. Land training sessions.
3. Nutrition plan.

4. Showing the use of equality and diversity within planning and evaluating.
 5. Showing the use of LTPD within planning and delivery.
 6. Showing suitable aims and targets for both squads and individuals.
 7. Showing suitable ability and knowledge to track squad and individual outcomes.
- F) Showing continued personal learning through Continuous Professional Development (CPD).
- G) Evidence of achievement in any other capacity within swimming.

Level 1 Coaching Certificate – Unit outcomes and assessment criteria.

Listed below are the outcomes that have to be achieved within each unit of the SSA Level 1 Coaching Certificate. (Only complete units can be awarded.)

UNIT 1

- A) Demonstrate a suitable basic knowledge of Health & Safety in the Aquatic Environment.
- B) Demonstrate an understanding of the roles & responsibilities of a swimming coach.
- C) Demonstrate effective communication and group management skills.
- D) Demonstrate an understanding of the Coach's role, in child protection within aquatics.

UNIT 2

- A) Demonstrate a basic understanding of LTPD and its use within aquatics.
- B) Demonstrate knowledge and understanding of basic anatomy, nutrition and hydration for aquatic participants.
- C) Demonstrate an understanding of the principals of movement within water along with the principals of training & fitness.
- D) Demonstrate an understanding of swimming techniques, skills and the laws of swimming.
- E) Demonstrate the ability to prepare, plan, and deliver a series of coaching sessions for Level 0/1 swimmers.
- F) Demonstrate the ability to evaluate a series of coaching sessions for Level 0/1 swimmers.