



Qualification Specification

STA Level 2 Certificate in Teaching Swimming



CIMSPA
Endorsed

**Professional
Standards**

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STA Level 2 Certificate in Teaching Swimming

Qualification Number: 603/3015/6

Unit Structure

This qualification consists of 9 mandatory units

Unit Title	Code	Unit Level	GLH
Safeguarding Children, Young People and Vulnerable Adults	A/615/4669	2	2
Planning, Delivering, Assessing and Evaluating Swimming Lessons	R/616/9114	2	18
Understand a Swimming Teacher's Role	Y/616/9115	2	8
Understanding the Health and Safety Requirements for an Aquatic Environment	H/616/9117	2	5
Understanding the Scientific and Learning Theories Relevant to Swimming Teaching	K/616/9118	2	5
Planning, Delivering, Assessing and Evaluating Competitive Swimming Strokes	H/616/9120	2	9
Planning, Delivering and Assessing Advanced Swimming Skills	K/616/9121	2	9
Understand the Safety Requirements for Advanced Swimming Skills	M/616/9122	2	3
Understand Swimming within Education	T/616/9123	2	3

GLH = Guided learning hours

Total Qualification Time 122 Hours

Qualification Delivery

The recommended contact hours for this qualification are 24 hours which includes direct teaching and assessing but excludes breaks. The rest of the guided learning hours are taken from the STA Award in Teaching Swimming. The course may be run over 4 days but can also be delivered over a period of weeks, with the minimum of each training session being 2 hours.

The qualification may be ran over 3 days however, the ratio of learners to tutor is 8:1. There must also be an increase in pool time to a minimum of 3 hours per day in order for all the practical elements to be completed. If the pool time cannot be increased for the duration of the course to meet the minimum requirement then the STA Certificate in Teaching Swimming cannot be delivered in 3 days.

The ratio of this qualification is a maximum of 12 learners to 1 tutor.

Introduction

Swimming teachers are able to seek employment in a wide variety of leisure facilities including private health clubs and school swimming pools through to large local authority leisure centres. As a swimming teacher, you would be responsible for planning, delivering and evaluating a series of progressive and fun swimming lessons teaching non-swimmer through to advanced participants. You will be able to teach a range of aquatic and safety skills such as floating, rotation, water confidence, swimming strokes, water safety and competitive starts and turns. You would be responsible for ensuring the lesson area and appropriate equipment is safe and promoted good teaching and learning.

Qualification Objective

The STA Level 2 Certificate in Teaching Swimming qualifies learners to teach non-swimmers through to advanced participants.

Target Learners

Swimming teachers who hold the STA Level 2 Award in Teaching Swimming who wish to teach advanced participants and advanced swimming skills.

Progression

Experienced swimming teachers may wish to take on a mentoring role within the workplace, become responsible for co-ordinating or managing the learn to swim programme or share their knowledge and experience with the next generation of swimming teachers by becoming an aquatic tutor.

Alternatively learners may wish to expand their teaching portfolio to teach those with disabilities and baby and pre-school participants.

Industry Standards

The STA Level 2 Certificate in Teaching Swimming is partially mapped to the following occupational standards:

- SKAD472 - Plan a series of coaching sessions
- SKAD473 - Prepare the coaching environment
- SKAD483 - Manage safe and effective sports coaching
- SKAD482 - Plan sports coaching programmes
- SKAD484 - Manage the delivery of effective sports coaching programmes
- SKAD485 - Develop participant performance through effective sports coaching
- SKAD486 - Monitor and evaluate effective sports coaching programming
- SKASC7 - Evaluate sports coaching programmes and practice.

It also references the following industry guidance documents:

- PAS 81:2011 Specification for the management of a swimming school
 - HSG179 Managing Health and Safety in Swimming Pools
 - STA Swimming Teaching Code of Practice.
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Entry Requirements

- Be 16 years, or older, at point of assessment
- Hold current membership of STA
- Hold the STA Level 2 Award in Teaching Swimming or acceptable equivalent. (Please note the Swim England Level 1 Award in Aquatic Teaching is not an acceptable entry requirement).

Learners must have all pre-requisites in place before the start of the course. Qualification certificates cannot be issued if all pre-requisites are not met before the start of the course, post course submissions will not be accepted.

Special Considerations and Reasonable Adjustments Policies

For further information on these, please refer to the policies section on the Safety Training Awards website:

<https://www.safetytrainingawards.co.uk/policies/>

Awarding Organisation Policies

A full list of awarding organisation policies are available on the website: <https://www.safetytrainingawards.co.uk>

Assessment Format

Competent / Not competent.

Assessment Methods

The STA Certificate in Teaching Swimming builds upon a learner's skills and knowledge from the STA Award in Teaching Swimming qualification which focused on non-swimmer, beginner and improver participants. The STA Certificate in Teaching Swimming covers advanced participants and advanced swimming skills and is tutor assessed through the completion of worksheets, schemes of work, lesson plans, lesson evaluation forms and practical teaching. In addition to this, there is an external assessment of a 30-minute practical lesson on the final day of the course.

On successful completion of the STA Certificate in Teaching Swimming learners will have completed and been assessed on:

- Developing 4 x ten-week schemes of work, covering delivery too beginner, improver, advanced swimmers and school swimming participants
- Developing 7 x lesson plans, covering non-swimmer, beginner, improver and advanced participants and including diving from poolside, competitive starts, competitive turns, rescue skills and survival skills
- Completing 4 x lesson evaluation forms
- Delivering 5 hours of practical teaching with non-swimmers, beginners, improvers and advanced participants, an hour of which is externally assessed.

During the 24 contact hours of the STA Certificate in Teaching Swimming, learners will have completed and been assessed on:

- Developing 2 x ten-week schemes of work, covering delivery too advanced swimmers and school swimming participants
- Developing 4 x lesson plans, covering the four competitive swimming strokes and including diving from poolside, competitive starts, competitive turns, rescue skills and survival skills
- Completing 1 x lesson evaluation forms
- Delivering 2.5 hours of practical teaching with improvers and advanced participants, 30 minutes of which is externally assessed.

All learning outcomes and assessment criteria in the units must be achieved in order for the learner to be deemed competent and pass the course.

All learners must be aware of the assessment procedures and when the assessment is taking place.

Incorrect or insufficient portfolio answers can be corrected or re-submitted in the notes section at the end of the portfolio worksheets. Alternatively, they can be addressed through oral supplementary questioning. All additional questions and responses must be recorded in the notes section of the worksheets.

All practical elements must be completed and performed independently by the learner without prompting by the tutor.

Re-Assessment

If a learner is unsuccessful in the end of course assessment, then the learner is only required to re-sit the required element i.e. if a learner fails the theory element they are only required to re-sit the theory assessment. The re-take of a theory assessment or a practical assessment must be completed within six weeks from the failure date.

Tutor / Assessor Requirements

All tutors must have the skills, knowledge and experience to be able to teach and demonstrate the subject.

Each tutor must be approved by Safety Training Awards and provide evidence of:

1. STA Level 2 Certificate in Teaching Swimming (or acceptable equivalent)
 2. Hold a formal tutoring and assessing qualification
 3. Maintaining their technical competence within the subject area and provide evidence of continuing professional development (CPD).
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IQA Requirements

Internal Quality Assurers (IQAs) of this qualification must have knowledge and competency in swimming teaching as well as knowledge and competency in internal quality assurance.

An IQA must hold:

1. STA Level 2 Certificate in Teaching Swimming (or acceptable equivalent)
2. Attend a STA / IQA training day or hold a recognised Internal Quality Assurance qualification.

Note: IQAs cannot quality assure a course for which they were a learner, the tutor and / or assessor.

Resource Requirements

Course resources:

- STA Certificate in Teaching Swimming resource manual – Each learner is required to have their own copy of the resource manual to have access to theoretical knowledge of the qualification.
- A range of suitable swimming teaching equipment:
 - Pull buoys
 - Toys
 - Play rafts
 - Woggles
 - Floats
- In order to fulfil the practical requirements of this qualification, access to an appropriate swimming facility is required on each day of the course. The facility should meet the required temperature and depth requirements for teaching advanced participants
- Access to participants of the correct ability during the practical sessions.

Venue

- Room size: Adequate space for all learners on the course to undertake theory and practical work
- Seats: One per learner
- Writing surfaces: Adequate for each learner to take notes
- Toilets: Separate facilities for male and female learners
- Ventilation: Should be adequate
- Lighting: Should be suitable for reading, combining a mixture of natural and artificial light
- Heating: Should maintain a 'short sleeve' environment, minimum temperature 16°C
- Access/exits: Should be safe, well lit and cater for people with special needs
- Floor coverings: Should be carpeted or mats / blankets provided for use during practical sessions
- Cleanliness: Maintain a clean, tidy and hygienic environment
- Noise: Consider whether there is noise that may distract learners from training
- Electrical items: When projectors and other electrical equipment are used, the equipment must be checked to ensure it is in safe working order. It is important to be aware of trip hazards associated with electric cables in order to reduce such risks.

Unit Specification

Unit Title	Safeguarding Children, Young People and Vulnerable Adults	
Learning Outcomes	Assessment Criteria	
1. Understand the legislation and codes of practice related to safeguarding children, young people and vulnerable adults	1.1 1.2 1.3 1.4	Describe what is meant by a child, young person and vulnerable adult Identify the legislation associated with safeguarding Identify the codes of practice associated with safeguarding Describe the process by which legislation has been created
2. Understand the role of statutory agencies within safeguarding children, young people and vulnerable adults	2.1 2.2 2.3	Explain the role of Police, Social Services and NSPCC Explain the role of Local Safeguarding Organisation Explain the importance of an interagency approach
3. Understand the forms of abuse	3.1 3.2 3.3	Describe forms of abuse Identify indicators of potential harm or abuse Identify factors which may make someone more vulnerable to harm or abuse
4. Understand good practice and how an aquatic teacher can protect themselves from allegations	4.1 4.2 4.3 4.4	Describe boundaries of the role of an aquatic teacher Describe how to challenge poor practice Identify how to work in ways that promote active participation Identify how to maintain dignity, respect, personal beliefs and preferences
5. Understand the role of an aquatic teacher when safeguarding concerns are raised, or a disclosure made	5.1 5.2 5.3 5.4 5.5	Explain the procedures that should be followed when concerns are raised Identify when to pass on otherwise confidential information Explain the procedures to follow when a disclosure is made Explain the procedures for recording and reporting concerns Explain the requirements for confidentiality and data protection
6. Understand good practice recruitment procedures	6.1	Explain the guidelines in relation to recruitment of staff
7. Understand site specific policies and procedures in relation to safeguarding	7.1 7.2 7.3	Identify the child protection officer who would deal with a disclosure Describe the site-specific procedures in relation to safeguarding Identify the site-specific policies in relation to safeguarding

Unit Specification

Unit Title	Planning, Delivering, Assessing and Evaluating Swimming Lessons	
Learning Outcomes	Assessment Criteria	
1. Understand the principles of planning	1.1 1.2 1.3	Identify different types of planning Describe planning consideration relevant to aquatic activities Describe the structure of a lesson plan
2. Be able to produce a scheme of work	2.1 2.2	Develop a scheme of work comprising of ten lessons for a beginner group Develop a scheme of work comprising of ten lessons for an improver group
3. Be able to produce a lesson plan	3.1 3.2 3.3	Develop a 30 minute lesson plan for a non swimmer group Develop a 30 minute lesson plan for a beginner group Develop a 30 minute lesson plan for an improver group
4. Understand the type of equipment which can be used within a swimming lesson	4.1 4.2 4.3 4.4	Identify types of equipment which can be used within a swimming lesson Describe the advantages of using equipment Describe the disadvantages using of equipment Describe the safety considerations of using equipment
5. Understand lesson organisation within an aquatic environment	5.1 5.2 5.3 5.4	Describe positive behaviour management approaches in an aquatic environment Describe how to deal with challenging behaviour Identify how to group participants within a swimming lesson Identify appropriate teaching positions
6. Understand teaching methods which can be used within a swimming lesson	6.1 6.2 6.3	Identify teaching methods which can be used within a swimming lesson Describe when it is appropriate to teach from within the water Identify safe methods of manual support when teaching from within the water
7. Be able to use a range of teaching methods appropriate to participant's abilities	7.1	Demonstrate using a range of teaching methods appropriate to participant ability
8. Be able to teach non swimmer participants aquatic activities	8.1 8.2 8.3	Demonstrate teaching entering and exiting the water safely Demonstrate teaching basic confidence practices Demonstrate teaching regaining feet from a front and back position
9. Be able to teach beginner participants progressive aquatic activities	9.1 9.2 9.3 9.4	Demonstrate teaching progressive practices leading to front paddle Demonstrate teaching progressive practices leading to back paddle Demonstrate teaching progressive practices leading to treading water Demonstrate teaching progressive practises leading to jumping
10. Be able to teach improver participants swimming strokes	10.1 10.2 10.3 10.4	Demonstrate teaching progressive practices leading to front crawl Demonstrate teaching progressive practices leading to back crawl Demonstrate teaching progressive practices leading to breaststroke Demonstrate teaching progressive practices leading to dolphin leg action
11. Be able to teach essential swimming skills	11.1	Demonstrate teaching the essential swimming skills
12. Understand how to assess participants in a swimming lesson	12.1	Describe how to assess participants in a swimming lesson
13. Be able to assess participants in a swimming lesson	13.1	Demonstrate assessing participants in a swimming lesson
14. Understand how to evaluate a swimming lesson	14.1 14.2	Explain the purpose of evaluation Identify evaluation methods that can be used
15. Be able to evaluate a swimming lesson	15.1 15.2 15.3	Perform an evaluation of a non swimmer lesson Perform an evaluation of a beginner lesson Perform an evaluation of an improver lesson

Unit Specification

Unit Title	Understanding a Swimming Teacher's Role	
Learning Outcomes	Assessment Criteria	
1. Understand the role and responsibilities of a swimming teacher	1.1 1.2 1.3	Describe the role of a swimming teacher Explain the responsibilities of a swimming teacher Identify qualities of an effective swimming teacher
2. Be able to carry out a swimming lesson in a professional manner	2.1	Demonstrate a professional manner during a swimming lesson
3. Understand a swimming teacher's role within customer service	3.1 3.2	Describe the importance of customer retention Describe the swimming teacher's role within the feedback cycle
4. Understand different methods of communication	4.1 4.2	Describe types of communication Identify barriers to communication
5. Understand the role of an assistant swimming teacher	5.1 5.2	Describe the role of an assistant swimming teacher Describe the role of a swimming teacher when working with an assistant swimming teacher
6. Be able to supervise an assistant swimming teacher	6.1 6.2 6.3	Demonstrate communicating clearly with an assistant swimming teacher Demonstrate instructing an assistant swimming teacher Demonstrate supervising an assistant swimming teacher

Unit Specification

Unit Title	Understanding the Health and Safety Requirements for an Aquatic Environment	
Learning Outcomes	Assessment Criteria	
1. Understand the legislation requirements of a swimming teacher	1.1 1.2 1.3 1.4	Identify relevant legislation for a swimming teacher Identify relevant codes of practices for a swimming teacher Identify topics within the Normal Operating Plan Identify topics within the Emergency Action Plan
2. Understand the record keeping requirements for a swimming teacher	2.1 2.2 2.3	Identify relevant legislation to record keeping Describe how to keep records securely Describe what records need to be kept
3. Know how to identify hazards in an aquatic environment	3.1	Identify hazards relating to: <ul style="list-style-type: none"> • Physical • Activity • People • Pool Operations
4. Be able to complete a risk assessment	4.1	Perform a risk assessment on an aquatic environment
5. Understand the hygiene and safety requirements of an aquatic environment	5.1 5.2	Identify the hygiene requirement of an aquatic environment Identify the safety requirement of an aquatic environment

Unit Specification

Unit Title	Understanding the Scientific and Learning Theories Relevant to Swimming Teaching	
Learning Outcomes	Assessment Criteria	
1. Understand the scientific principles relevant to swimming	1.1 1.2 1.3 1.4 1.5	Describe how a participant floats in water Define Newton's third law of motion Describe methods of propulsion in water Describe types of resistance in water Describe how scientific principles impact on participants learning and progression
2. Understand the stages of childhood development	2.1 2.2	Identify the stages of childhood development Describe how the stages impacts on participants learning and progression
3. Understand the different ways of how people learn	3.1 3.2 3.3 3.4	Describe the stages of the learning loop Describe the importance of feedback Identify barriers to learning Describe how these barriers can be broken

Unit Specification

Unit Title	Planning, Delivering, Assessing and Evaluating Competitive Swimming Strokes	
Learning Outcomes	Assessment Criteria	
1. Be able to produce lesson plans for competitive swimming strokes	1.1 1.2 1.3 1.4	Develop a lesson plan for front crawl Develop a lesson plan for back crawl Develop a lesson plan for breaststroke Develop a lesson plan butterfly
2. Be able to teach advanced competitive swimming strokes	2.1 2.2 2.3 2.4	Demonstrate teaching front crawl Demonstrate teaching back crawl Demonstrate teaching breaststroke Demonstrate teaching butterfly
3. Be able to assess competitive swimming strokes	3.1 3.2 3.3 3.4	Demonstrate assessing an advanced participant swimming front crawl Demonstrate assessing an advanced participant swimming back crawl Demonstrate assessing an advanced participant swimming breaststroke Demonstrate assessing an advanced participant swimming butterfly

Unit Specification

Unit Title	Planning, Delivering and Assessing Advanced Swimming Skills	
Learning Outcomes	Assessment Criteria	
1. Understand planning considerations for teaching advanced swimming skills	1.1	Identify types of planning considerations for advanced swimming skills
2. Be able to produce a scheme of work for advanced participants	2.1	Develop a scheme of work comprising of 10 lessons for an advanced group
3. Be able to produce lesson plans for advanced swimming skills	3.1 3.2 3.3 3.4 3.5	Develop a lesson plan for teaching diving from the poolside Develop a lesson plan for teaching competitive starts Develop a lesson plan for teaching competitive turns Develop a lesson plan for teaching survival skills Develop a lesson plan for teaching rescue skills
4. Be able to teach advanced participants diving from poolside	4.1	Demonstrate progressive practices leading to teaching diving
5. Be able to teach advanced participants competitive starts and turns	5.1 5.2 5.3	Demonstrate progressive practices leading to teaching competitive starts Demonstrate progressive practices leading to teaching competitive turns Demonstrate teaching competitive finishes
6. Be able to teach advanced participants rescue and survival skills	6.1 6.2	Demonstrate teaching rescue skills Demonstrate teaching survival skills
7. Understand the importance of water safety education within a swimming lesson	7.1	Explain how to incorporate water safety education into a lesson for: <ul style="list-style-type: none"> • Non-swimmer participants • Beginner participants • Improver participants • Advanced participants
8. Be able to assess advanced swimming skills	8.1	Demonstrate assessing participants performing advanced swimming skills
9. Be able to evaluate an advanced swimming lesson	9.1	Perform an evaluation of an advanced swimming lesson

Unit Specification

Unit Title	Understand the Safety Requirements for Advanced Swimming Skills	
Learning Outcomes	Assessment Criteria	
1. Understand sector guidance relevant to a swimming teacher	1.1	Identify sector guidance relevant to a swimming teacher
2. Understand the types of equipment used in advanced swimming lesson	2.1 2.2	Identify types of equipment used within an advanced lesson Explain safety considerations related to equipment
3. Understand the safety requirements for advanced swimming skills	3.1 3.2 3.3 3.4	Identify the safety requirements for diving Identify the safety requirements for swimming in clothes Identify the safety requirements for teaching of survival skills Identify the safety requirements for teaching of rescue skills

Unit Specification

Unit Title	Understand Swimming within Education	
Learning Outcomes	Assessment Criteria	
1. Understand the role of a teacher in education swimming lessons	1.1	Identify the role of a swimming teacher in education swimming lessons
	1.2	Identify the role of a school teacher in education swimming lessons
2. Understand the purpose of swimming lessons within education	2.1	Describe the purpose of swimming lessons within education
3. Understand lesson organisation within an education swimming lesson	3.1	Describe positive behaviour management approaches
	3.2	Describe how to organise participants to maximise engagement
	3.3	Describe how to organise a lesson to maximise progression
4. Understand the importance of guided learning	4.1	Describe the importance of guided learning
	4.2	Explain how guided learning can have a positive effect on a participant's progression
5. Be able to produce a scheme of work for a school swimming group	5.1	Develop a scheme of work comprising of 10 lessons for a school swimming group