

Swimming Teacher and Coach Training in London

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Training facilitated by the Institute of Swimming, the training and development arm of the asa

TRAINING COURSES

Booking Information

Application Form

At the end of this pack you will find a [Course Application Form](#) and [Seminar Application Form](#). Postal applications must be sent to:

FOR COURSES

IOS COURSE APPLICATION

35 Granby Street, Loughborough. LE11 3DU

FOR SEMINARS

IOS SEMINAR APPLICATION

35 Granby Street, Loughborough. LE11 3DU

Further Information

The status of a course/seminar is listed in the course/seminar information, for further information on courses & seminars please contact 0871 200 0928 customerservices@swimming.org

Funding

There are a number of funding opportunities listed towards [end of this document](#)

Invoicing

If your company/club are paying for you space on a course or seminar, please send a purchase order with your application, and your company/club will be invoiced

Booking Cut Off Date

All IOS courses and seminar must be booked **10 days in advance** of the start of the courses or seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources and confirmation will not be sent out until after the courses or seminar.

Swim21 & Licensing Vouchers and Other Discounts

Free CPD Seminar vouchers are issued though gaining your licence or though your club. To use a voucher, please send it in with your [application form](#) stating the voucher number in the correct field. For all other discounts and promotions please state the discount/promo code in the "Swim21/Licence Voucher Number" field on the [application form](#)

Cancellations

Course/seminar fees may be refunded only in the event of illness/injury. Please put all requests in writing to the IOS and please attach a Doctors Certificate. Courses/Seminars may be cancelled if there are insufficient enrolments. If the course is cancelled a full refund will be issued.

Exemptions and Overseas Qualifications

Please visit www.britishswimming.org for information on [Exemptions](#) and [Overseas Qualifications](#)

For more information on all training courses and to download a booking form visit www.britishswimming.org

TRAINING COURSES

Courses & Seminars in Other Regions

For courses in the
South East

www.southeastswimming.org

For courses in
London

www.londonswimming.org

For courses in the
East

www.eastswimming.org

Please see map for which Region your are in



For all courses in the
UK

www.britishswimming.org



For more information on all training courses and to download a booking form visit
www.britishswimming.org

TRAINING COURSES

Who are the asa and the IOS?

the asa is the national governing body for swimming, diving, open water swimming, synchronised swimming and water polo in England. In order to comply with national education and training standards the asa has developed two separate and independent arms –



the asa awarding body

the asa awarding body develops, assesses, awards and quality assures all asa qualifications. It is the equivalent of other awarding bodies such as City & Guilds and OCR (Oxford, Cambridge and RSA Examinations). the asa awarding body is licensed by British Swimming to award qualifications in England and Wales. It also has the remit for quality assurance of all areas of UKCC standards.



Institute of Swimming (IOS)

The IOS is an approved training provider, like a school or college, and is part of the network of asa awarding body approved delivery centres. The IOS is the asa's preferred training provider and delivers a comprehensive programme of quality approved courses and seminars throughout the UK.

The IOS flexible delivery provides access to courses covering a range of abilities and aspirations - whether you have just begun to think about becoming a teacher/coach or are already a seasoned professional, there is sure to be a course or seminar to suit your needs.

Once you have successfully attended a certificated course and become qualified you may apply to become a member of the Institute of Swimming. As well as providing the opportunity to participate in continuing professional development (CPD) seminars, membership has many benefits, such as insurance cover, advice on all aspects of legal, technical and employment matters and of course a collective identity evidenced by the use of designated letters after the member's name.

For more information including how to join please refer to our web pages at www.britishswimming.org

For more information on all training courses and to download a booking form visit
www.britishswimming.org

Becoming a Swimming Teacher/Coach

Do you enjoy teaching your kids to swim? Maybe you would just like to try something new and have aspirations for a future career change. Becoming a swimming teacher or coach can be an extremely rewarding vocation. Then just read our easy guide to gaining an asa qualification.

First Steps

First of all you must choose your discipline. Qualifications and courses include

Teaching Aquatics

Teaching Swimming to adults and children who can't swim, up to swimming lengths

Swimming Coaching

Coaching swimming in a Club environment to competent swimmers and beyond

Coaching Water Polo

Coaching Water Polo, to competent players and beyond

Coaching Synchronised Swimming

Coaching Synchronised Swimming, to competent swimmers and beyond

Coaching Diving

Coaching Diving from poolside to high boards, to competent divers and beyond

Qualifications have been developed by the asa to meet [UK Coaching Certificate](#) (UKCC) standards and currently range from Levels 1-3, with Level 4 under development.

Start at the Beginning

The first qualification you require for any discipline is the asa Level 1 Certificate. If successful at Level 1 you can then proceed to Level 2. Both these levels focus on 'how to coach' and 'what to coach'.

The holder of an asa Level 1 Certificate is qualified to teach/coach in a support role. You will be able to actively support a more senior qualified or licensed teacher/coach, in the delivery of a pre-prepared session. You will be expected to have an understanding of the aquatic environment and a basic understanding of appropriate corrections to common faults (specific to the discipline).

Independent working

To work with your own group without supervision (other than life guarding cover) you will be required to hold an asa Level 2 Certificate.

The holder of the asa Level 2 Certificate for Teaching Aquatics will be equipped to plan, deliver and evaluate a series of consecutive sessions within the context of a self-prepared scheme of work. With regards to Coaching (Diving, Swimming, Synchronised Swimming and Water Polo), the holder of the Level 2 Certificate for Coaching will be 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.

Onwards and Upwards

If you are interested in the coaching programme in a competitive environment, the asa Level 3 Certificate is the route to becoming a senior coach. It will enable you to plan, implement, analyse and revise annual coaching programmes to really get the most out of your athletes. You will be able to manage and lead appropriate physical and human resources to support all areas of the club programme. the asa Level 4 Certificate for Coaching is currently being developed. This will enable you to enhance your knowledge and skills and coach competitive athletes at the highest level.

For more information on all training courses and to download a booking form visit www.britishswimming.org

TRAINING COURSES

Existing Teacher & Coaches

If you are an existing Teacher or Coach and want to progress your skills and qualifications further you have a number of options

Continuing Professional Development (CPD) Seminars

The IOS has developed a number of seminars and workshops that have been designed to give teachers and coaches more ideas for teaching or coaching sessions and highlight new ways of thinking. They range from new ways of teaching frontcrawl to coaching land-based sessions for divers. A list of upcoming seminars in London can be found [further on in this pack](#)

Further Qualifications

If you would like to progress your qualifications and undertake the next level of qualification or diversify your skill to teaching/coaching another discipline, then please use the [chart of the following page](#) to find out the pathway you need to take.

Teacher / Coach Licensing

The Teacher/ Coach licence is an accreditation following the achievement of an asa teacher/coach qualification or equivalent. Teacher & coaches are invited to apply subject to meeting a number of specified criteria. The licence is valid for a three-year period and is renewed subject to the holder meeting additional specified criteria. The criteria are based upon accepted best practise but do not include a requirement for re-assessment. Whilst the licence requires the licensee to keep up to date, teaching and coaching quality will remain the responsibility of the employer, the club and the individual. The IOS recommends that all Teachers & Coaches apply for and maintain a licence.

For more information on teacher coach licensing visit www.britishswimming.org

Insurance

The IOS offers membership to all holders of asa, STA and/or RLSS UK Teachers and Coaches Certificates in all disciplines of the sport. The benefits of an IOS Membership Include:

Insurance, Civil and Public Liability Insurance, Personal Accident Insurance, Loss of Income Insurance, and Corporate Insurance.

Employment Opportunities, Your details can be listed on the Institute's directory of qualified swimming teachers and coaches, which is available to local authorities, pool operators, LEA's and swimming clubs.

Swimming Times Magazine, all members automatically receive Swimming Times magazine every month.

Discounts, members get discount prices on a number of IOS Seminars and Workshops and a range of discounts on swimming publications, equipment and services (including 10% discount on items purchased from Swimrite mail order catalogue)

For more information on becoming an IOS member please visit www.britishswimming.org

Just staying qualified

You not have to do anything extra to stay qualified; all current and past qualifications will remain valid. However it is recommended that all Teachers & Coaches apply for and maintain a licence. For more information on teacher coach licensing visit www.britishswimming.org

For more information on all training courses and to download a booking form visit
www.britishswimming.org

Further Qualifications Pathway

If you would like to progress your qualifications, below is the recommended pathway. For a more compressive recommendation of the best next step for you please visits www.britishswimming.org or contact the [IOS](http://ios.org)

I Currently Hold	The Next Step is to either;		
	Aquatic Teaching	Swimming Coaching	Coaching Other Disciplines (Synchronised Swimming, Water Polo, Diving)
No Qualification	asa Level 1 Teaching Aquatics - Units 1 & 2	asa Level 1 Coaching Swimming - Units 1 & 2	asa Level 1 Coaching (Discipline) - Units 1 & 2
asa Level 1 (Assistant) Teaching Swimming	asa Level 2 Teaching Aquatics Units 1 – 6	asa Level 1 Coaching Swimming Unit 2 Only	asa Level 1 Coaching (Discipline) Unit 2 Only
asa Level 2 (Teacher) Swimming (Units 1-3)	asa Adult & Child OR asa Level 3 Teaching Aquatic (under development)	asa Level 1 Coaching Swimming Unit 2 Only Then asa Level 2 Coaching Swimming Units 1-6	asa Level 1 Coaching (Discipline) Unit 2 Only Then asa Level 2 Coaching (Discipline) Units 1-6
asa Level 2 (Teacher) Swimming (Units 1-4)	asa Level 3 Teaching Aquatics (under development) OR asa Adult and Child	asa Level 2 Coaching Swimming Units 1-6 OR With an acceptable CV of Current Competency candidates may progress directly to the asa Level 3 Coaching Swimming Units 1 -11	asa Level 1 Coaching (Discipline) Unit 2 Only Then asa Level 2 Coaching (Discipline) Units 1-6 (All)
asa Level 3 Club Coach	asa Level 3 Teaching Aquatics (under development)	asa Level 3 Coaching Swimming Units 1- 11	asa Level 1 Coaching (Discipline) Unit 2 Only Then asa Level 2 Coaching (Discipline) Units 4-6

asa Courses & Programmes

LEVEL 1

All qualifications at this level are made up of 2 Units.

Unit 1 is a common unit to all of the aquatic strands and Unit 2 focus on the specific aquatic strands

Pre-requisites: Minimum Age 16 years old

Unit 1 - Core Unit

Unit 1 is a common unit to all of the aquatic strands and has a focus on “how to coach” skills with a technical emphasis on movement literacy as defined by Long Term Athlete Development.

Unit 2 - Teaching Aquatics

Unit 2 has a focus on Aquatic teaching, technical knowledge and practical skills that will allow the aquatic teacher 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 faults.

Unit 2 - Coaching Swimming

Unit 2 has a focus on swimming coaching, technical knowledge and practical skills that will allow the coach to actively **support** a more senior qualified / licensed swimming coach at any level, in the delivery of a pre-prepared session.

Unit 2 - Coaching Synchronised Swimming

Unit 2 has a focus on synchronised swimming coaching, technical knowledge and practical skills that will allow the coach to actively **support** a more senior qualified / licensed synchronised swimming 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 how to utilise a checklist to identify common faults

Unit 2 - Coaching Water Polo

Unit 2 has a focus on water polo coaching, technical knowledge and practical skills that will allow the coach to actively **support** a more senior qualified / licensed water polo coach at any level, in the delivery of a pre-prepared session. They will investigate the specialist nature of the sport of water polo whilst gaining on understanding of appropriate corrections to common faults, they will also deliver a five minute ‘mini polo!’ game as part of a pre planned session. This person will be expected to use this understanding in a controlled and supervised environment. They can support across any ability or age range.

Unit 2 - Coaching Diving

Unit 2 has a focus on diving coaching, technical knowledge and practical skills that will allow the coach to actively **support** a more senior qualified / licensed diving 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 in all group 1-4 dives, posture, take off and entry.

TRAINING COURSES



Level 1 Upcoming Units

For details on upcoming units please visit the Training Calendar at [www.londonswimming.org/page/Teacher / Coach Training](http://www.londonswimming.org/page/Teacher_Coach_Training)

Further Information

Please contact 0871 200 0928 customerservices@swimming.org

Booking Cut Off Date

All IOS courses and seminar must be booked **10 days in advance** of the start of the courses and seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources will not be sent out until after the courses or seminar.

Booking Information

[More Booking Information is available on page 2](#)

These are courses leading to an asa qualification endorsed by the UKCC and run by the IOS
Additional courses leading to an asa qualification endorsed by the UKCC run by London Leisure College available at www.londonleisurecollege.co.uk

For more information on all training courses and to download a booking form visit www.britishswimming.org

LEVEL 2

All qualifications at this level are made up of 6 Units.

Units 1- 3 are common unit to all of the aquatic strands and Unit 4-6 focus on the specific aquatic strands

Pre-requisites: Candidates must be at least 18 years of age at the commencement of the course. Be holders of the asa Level 1 Certificate for the particular discipline or gained exemption prior to the course from the asa.

Unit 1 – 3 – Core Units

Units 1- 3 are common units to all of the aquatic strands and has a focus on “how to coach” skills.

Unit 4 – 5 – Teaching Aquatics

Units 4 – 5 are focused on teaching aquatics and cover a range of technical knowledge and practical skills that will allow the teacher to plan, deliver and evaluate a series of consecutive sessions within the context of a self prepared scheme of work.

Unit 4 – 5 – Coaching Swimming

Units 4 – 5 are focused on swimming coaching and cover the technical knowledge and practical skills that will allow the coach to plan, deliver and evaluate a series of six consecutive sessions within the context of a macro cycle prepared by a senior/licensed coach.

Unit 4 – 5 – Coaching Synchronised Swimming

Under development

Unit 4 – 5 – Coaching Water Polo

Units 4 – 5 are focused on water polo coaching and cover the technical knowledge and practical skills that will allow the coach to plan, deliver and evaluate a series of six consecutive sessions within the context of a macro cycle prepared by a senior/licensed coach.

Unit 4 – 5 – Coaching Diving

Units 4 – 5 are focused on diving coaching and the technical knowledge and practical skills that will allow the coach to plan, deliver and evaluate a series of six consecutive sessions within the context of a macro cycle prepared by a senior/licensed coach.

Unit 6 – Coaching (all disciplines)

Unit 6 is designed to show how a candidate delivers coaching in an actual environment working with the same swimmers. In this unit the coach must plan, deliver and evaluate 6 x 1 hour sessions to swimmers working in a Swim21 environment.

Unit 6 – Teaching Aquatics

Unit 6 is designed to show how a candidate delivers teaching in an actual environment working with the same swimmers. In this unit the teacher must plan, deliver and evaluate 6 x 30min classes to swimmers working in a learn to swim environment.

Assessment of Unit 6

Unit 6 is assessed by using one of the 3 different assessment pathways. The method of assessment will be determined by how the course is set up

Vocational Placement

The candidate complete units 1-5 of their Level 2 course. Unit 6 then takes place off course at an “IOS approved placement “, which is a organisation that has a number of trained expert witness’s for the candidate to attached to. The candidate has 12 weeks to complete the 6 sessions before returning to the original venue their course took place for a 30-minute final assessment with the course tutor. A list of IOS approved placements can be found at www.britishswimming.org

Course Based

The candidate complete units 1-5 of their Level 2 course. Unit 6 is built into the course and takes place at the same venue. The course tutor or oversees all 6 sessions, supervising the candidates’ teaching/coaching and formally assessing each candidates performance

Workplace Based Assessment

The candidate must be employed or volunteer at a suitable learn to swim scheme or Swim21 accredited club, as applicable. The candidate will be assigned an Assessor to visit them in their working environment.

Level 2 Upcoming Units

**For details on upcoming units please visit the Training Calendar at
www.londonswimming.org/page:/Teacher / Coach Training**

Further Information

Please contact 0871 200 0928 customerservices@swimming.org

Booking Cut Off Date

All IOS courses and seminar must be booked 10 days in advance of the start of the courses and seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources will not be sent out until after the courses or seminar.

Booking Information

[More Booking Information is available on page 2](#)

These are courses leading to an asa qualification endorsed by the UKCC and run by the IOS.

Additional courses leading to an asa qualification endorsed by the UKCC run by London Leisure College available at www.londonleisurecollege.co.uk

**For more information on all training courses and to download a booking form visit
www.britishswimming.org**

LEVEL 3

**All qualifications at this level are delivered as a Programme, consisting of 11 stand-alone units
Units 1- 6 are common unit to all of the aquatic strands and Unit 7- 11 focus on the specific aquatic strands**

Pre-requisite: Minimum Age 18 years old. Hold the asa Level 2 Coaching Swimming (or Level 2 Certificate for Teaching (Units 1 – 4) plus CV, coaching experience and references to be sent with application or Club Coach Certificate) or gained exemption. Candidates must hold an asa Level 2 Teacher/Coach Licence.

Unit 1 – 6 – Core Units

Units 1-6 are common units to all of the Aquatic Strands and has a focus on “how to coach” skills.

Unit 7 – 10 – Teaching Aquatics

Under development

Unit 7 – 10 – Coaching Swimming

Units 7-10 focus on swimming coaching, technical knowledge and practical skills that will allow the coach to plan, deliver and evaluate a macrocycle of work. The Level 3 coach will be able to manage and lead all areas of the club programme within a Swim21 Club. It will be necessary to liaise closely with your club and agreement by the club is an essential requirement prior to acceptance onto the program.

Unit 7 – 10 – Coaching Synchronised Swimming

Under development

Unit 7 – 10 – Coaching Water Polo

Under development

Unit 7 – 10 – Coaching Diving

Under development

Unit 11– Coaching (all disciplines)

Unit 11 is designed to show how a candidate delivers coaching in an actual environment working with the same swimmers. In this unit the coach must plan, deliver and evaluate 12 x 1 hour sessions to swimmers working in a Swim21 environment.

Unit 11– Teaching Aquatics

Under development

TRAINING COURSES



Level 3 Upcoming Units

For details on upcoming units please visit the Training Calendar at www.londonswimming.org/page/:Teacher / Coach Training

Further Information

Please contact 0871 200 0928 customerservices@swimming.org

Booking Cut Off Date

All IOS courses and seminar must be booked 10 days in advance of the start of the courses and seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources will not be sent out until after the courses or seminar.

Booking Information

[More Booking Information is available on page 2](#)

This a programme of training leading to an asa qualification endorsed by the UKCC and run by the IOS

For more information on all training courses and to download a booking form visit www.britishswimming.org

TRAINING COURSES

ADULT AND CHILD WATER ACTIVITIES

This certificate qualifies the holder to teach water activities and skills to groups where the children are accompanied by adults in the water

Pre-requisite: Candidates must be at least 18 years of age at the commencement of the course. Be holders of the asa Level 2 Teaching Aquatics or gained exemption prior to the course from the asa.

Adult and Child Water Activities Upcoming Courses

For details on upcoming courses please visit the Training Calendar at [www.londonswimming.org/page/Teacher / Coach Training](http://www.londonswimming.org/page/Teacher_Coach_Training)

Further Information

Please contact 0871 200 0928 customerservices@swimming.org

Booking Cut Off Date

All IOS courses and seminar must be booked 10 days in advance of the start of the courses and seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources will not be sent out until after the courses or seminar.

Booking Information

[More Booking Information is available on page 2](#)

These are courses leading to an asa qualification run by the IOS

For more information on all training courses and to download a booking form visit www.britishswimming.org

TRAINING COURSES

Course Re-assessment

If you are deemed not yet competent in any aspects of a course and would like to be re-assessed, then the following information tells you how each unit is assessed and how to go about being re-assessed for that particular assessment method

Level 1		Level 2		Level 3
Unit 1	Tutor Assessment	Unit 1	Exam	Please contact colin.huffen@swimming.org
Unit 2	Element 1 – Exam	Unit 2	Tutor Assessment	
	Element 2 – 4 Tutor Assessment	Unit 3	Tutor Assessment	
		Unit 4	Exam	
		Unit 5	Tutor Assessment	
		Unit 6	Evidence Based Assessment	

You have **18 months** to complete the course, should you fail to ask for reassessment before this period is complete you would lose the right to be reassessed.

Exams

1. Once you feel that you are ready to be reassessed, please contact the awarding body for a list of exam dates and times
2. Notify the awarding body of where and when you would like to retake the exam.
3. the awarding body needs a minimum of 28 days notice to arrange exam paper to be sent out.
4. There is a fee payable to the awarding body for each exam.

Tutor Assessment

1. Once you feel that you are ready to be reassessed, please visit www.britishswimming.org to find a suitable course for you to retake the unit(s).
2. Contact your IOS Education Officer to find out if there is space on the course. The IOS will endeavour to find you a place on that course providing there is one available.
3. You will be given one chance to successfully be re-assessed on units 1 & 2 (L1) and units 2 & 5 (L2) at no charge. Further reassessments will be charged at £50 each for L1 courses or £100 each for L2 courses.

Evidence Based Assessment

1. It is the IOS policy that you need to complete units 1-5 successfully before being re-assessed on unit 6.
2. Once you feel that you are ready to be reassessed, please contact your IOS Education Officer.
3. An IOS assessor would then be provided either at an IOS centre or at the candidate's place of work to reassess the candidate.
4. Due to the nature of assessment of unit 6 each re-assessment will incur a charge of £200

Continuing Professional Development

UK Coaching Framework

UK Coaching Framework is the governments plan to professionalize coaching by creating the a cohesive, ethical, inclusive and valued coaching system where children, players and athletes are supported by appropriately skilled coaches at all stages of their development in sport. It will focus on:

Enhancing the quality and quantity of coaching

Increasing the number of qualified coaches so as to bring about sustained and increased participation in sport

Improved performances in sport, underpinned by the establishment of coaching as a profession

In line with the UK Coaching Framework, the asa are required to have a teacher/coach licensing structure in place supported by quality assured a continuing professional development (CPD) Programme.

The asa Teacher/Coach Licensing Scheme

During 2006 the asa launched a licensing scheme for teachers and coaches of swimming (Levels 1-3). The long-term aim of which is to encourage employers to use the licensing scheme as part of the appointment process and to move to a situation where we have a predominantly licensed profession. The vital role of volunteers in the delivery of swimming programmes is also recognised and specific exemptions are made for those who are willing to contribute a small number of hours each week.

As licensing is a complex area due diverse contribution that many people make to swimming programmes. the asa is committed to a 2-year review process, which is currently taking place and a revised scheme will be published in due course. For more information on licensing and how to become licensed, please visit www.britishswimming.org.

the asa CPD Programme

Training providers submit CPD Seminars to the asa who put the through the [quality assurance process](#) to determine its accuracy and suitability as evidence towards the asa teacher/coach licensing scheme. These CPD Seminars are known as category 1 CPD seminars and are worth one point per hour against the asa teacher/coach licensing scheme

IOS CPD Directory

The IOS have developed a number of CPD seminars and put them thorough the asa quality assurance process. As a result the IOS have built up a directory of accredited category 1 CPD seminars. Teacher & coaches who attend an IOS category 1 CPD seminar will be awarded points towards their asa teacher/coach license (1 point per hour)

As part of the newly revised National Plan for Teaching Swimming, The IOS has developed a number of CPD seminars to enable swimming teachers to understand the philosophy and background theory to delivering the programme. [More information is available further in this document](#)

The development of the IOS CPD directory is an ongoing process and will continually be under review. Seminars will be constantly updated and reviewed to portray best practice.

For more information on all training courses and to download a booking form visit
www.britishswimming.org

National Plan for Teaching Swimming

In 2007 the National Plan for Teaching Swimming (NPTS) was revised to fall in line with current thinking and provide clear progression between each stage. It will fully encompass all aquatic disciplines.

The 'swimmer pathway' resulting from the revised syllabus will provide more opportunity and variety as well as a smooth progressive structure. This in turn will provide potential for improved retention of swimmers at the top end of a learn to swim scheme and provide a clear link into specialist club scenarios.

Supporting the newly revised National Plan for Teaching Swimming, a number of CPD seminars have been developed by the IOS, to enable swimming teachers to understand the philosophy and background theory to delivering the programme.

National Plan for Teaching Swimming CPD Seminars

TITLE	AIMED AT	DESCRIPTION
Overview	Level 2 Swimming Teachers Swimming Coordinators Head Swimming Teachers	This seminar will provide an insight into the philosophy, and synergy with other aquatic routes and a clear understanding of how the NPTS programme has been developed. This CPD 'sets the scene' it is designed to equip Swimming Teachers with ideas, which will facilitate their understanding, and so acting as a pre-requisite to viewing/purchasing the NPTS resources.
FUNDamentals	Level 2 Swimming Teachers	This seminar will provide the teacher with an understanding of the basics of LTAD and the use of FUNdamentals and games to deliver FUN and innovative swimming lessons.
AquaFUN (Synchronised Swimming)	Level 2 Swimming Teachers	An Introduction to Synchronised Swimming. Leading from basic skills to the development of a programme and enables the teacher to deliver NPTS Stages 8, 9 & 10 Synchro.
Mini-polo (Water polo)	Level 2 Swimming Teachers	This seminar provides you the skills to deliver mini polo (a basic version of water polo) and enables the teacher to deliver NPTS Stages 8, 9 & 10 Water Polo
Flip n Fun (Diving)	Level 2 Swimming Teachers	This seminar will provide you will the technical knowledge to deliver FUNdamental diving skills from the poolside. You will learn basic diving positions, dry land practices and key teaching points. It enables the teacher to deliver NPTS Stages 8, 9 & 10 Diving
Competitive Swimming	Level 2 Swimming Teachers	This seminar enables the teacher to deliver NPTS Stages 8, 9 & 10 Competitive Swimming



For more information on the National Plan for Teaching Swimming visit www.britishswimming.org or email npts@swimming.org

For more information on all training courses and to download a booking form visit www.britishswimming.org

CPD Seminars

IOS CPD seminars are accredited by the asa and recognised as contributing towards the [asa Teacher/Coach Licensing Scheme](#)

Further Information

Please contact 0871 200 0928 customerservices@swimming.org

Booking Cut Off Date

All IOS courses and seminar must be booked **10 days in advance** of the start of the courses and seminar. This is to allow enough time to process applications and send out resources. Any applications submitted after this date will not be accepted or will be subject to an admin fee and the resources will not be sent out until after the courses or seminar.

Booking Information

[More Booking Information is available on page 2](#)

For details on upcoming seminars please visit the Training Calendar at
www.londonswimming.org/page/:Teacher / Coach Training

TRAINING COURSES

Funding Opportunities

The IOS is working with a number of agencies that will reduce the price of a course or CPD for many candidates

Employer Funding

Extent of Funding

A number of leisure employers will pay for your qualifications or assist you in your continually development

Requirements

Requirements vary, but usually include teaching or coaching for the employer

For More Information

Contact your line manager

Aqua Extreme – Free CPD Seminars

Extent of Funding

100% of the cost of the Seminar, choice of the following titles:

Aqua Fun, Aqua Kids, Flip N Fun, Mini Polo, Snorkelling, Working With Children With Behavioural Problems, Rookie Lifeguard

(You can apply for more than one title)

Requirements

To qualify for the funding, you must:

- Agree to deliver 2 hours (either paid or voluntary) in an Aqua Extreme session for the borough. You will be added to the Aqua Extreme register and contacted by an Aqua Extreme Borough Lead to deliver these hours.
- Meet the [prerequisite for the seminar](http://www.londonswimming.org) (www.londonswimming.org >Pool operators>IOS CPD Directory)

For More Information

Contact your Aqua Extreme Borough Lead

Borough	Contact	Email
Brent	Sarah Hawken	sarah.hawken@brent.gov.uk
Ealing	David Mason	david.mason@gll.org
Hammersmith & Fulham	David Mason	david.mason@gll.org
Harrow	Adam Nash	cmharrow@leisureconnection.co.uk
Hillingdon	Lorna Radford	lradford@hillingdon.gov.uk
Hounslow	Louise Acres	louise.acres@cip.org.uk

For more information on all training courses and to download a booking form visit
www.britishswimming.org

TRAINING COURSES



Club Funding

Extent of Funding

A number of asa accredited swimming clubs have been given free IOS CPD seminar vouchers by the asa, other swimming clubs have training budgets to assist club members in the attainment of asa Teaching & Coaching Qualifications

Requirements

Requirements vary, but usually include being a club member and teaching or coaching for the club

For More Information

Contact you club secretary

Aqua Extreme – Free Courses

Extent of Funding

100% Funding for an asa/UKCC Teaching Aquatics course at Levels 1 or 2 run thorough the IOS

Requirements

To qualify for the funding, you must:

- Agree to deliver 10 hours (either paid or voluntary) of Aqua Extreme activity for the borough.
- The candidate meet the [prerequisite for the course](#)
- Be put forward for funding by an Aqua Extreme Borough Lead

For More Information

Contact your Aqua Extreme Borough Lead

Borough	Contact	Email
Brent	Sarah Hawken	sarah.hawken@brent.gov.uk
Ealing	David Mason	david.mason@gll.org
Hammersmith & Fulham	David Mason	david.mason@gll.org
Harrow	Adam Nash	cmharrow@leisureconnection.co.uk
Hillingdon	Lorna Radford	lradford@hillingdon.gov.uk
Hounslow	Louise Acres	lousie.acres@cip.org.uk

For more information on all training courses and to download a booking form visit
www.britishswimming.org

TRAINING COURSES



London Swimming Course Subsidies

Extent of Funding

25% of the Cost of the UKCC Coaching/Teaching Course

Requirements

- Applicants must be from a club with Swim21 Accreditation or actively working towards accreditation.
- Applications will be welcomed from people who can demonstrate that they are already, or intending to become, involved in teaching or coaching swimming within the club environment.
- The proposed course must be recognised by the asa and the applicant must meet all course criteria
- Have a contribution form the club or other funding source

For More Information

Contact	Phone	Email	Web
Mark Griggs	07917726384	london.courses@swimming.org	www.londonswimming.org

Other Funding Opportunities

PRO-ACTIVE London

www.pro-activelondon.org

Sport England

www.sportengland.org

Government Funding Portal

www.governmentfunding.org.uk

For more information on all training courses and to download a booking form visit
www.britishswimming.org

Coach Education Course Application Form

For courses leading to an ASA Qualifications

**Please complete in BLOCK CAPITALS and return with payment to:
IOS COURSE APPLICATION, 35 Granby Street, Loughborough, Leicestershire LE11 3DU**

Full Candidate Name Mr / Mrs / Miss / Ms

Maiden Name
(Previous Name) _____

Date of Birth _____ Age _____ loS Number _____
(at start of course) (if applicable)

Home Telephone _____ Mobile / Work Tel _____

Address _____

Post Code _____

Email Address _____

Confirmations will be sent by email, unless no email address stated

Previous Address _____

Post Code _____

Gender (please tick) Male Female Ethnicity Code _____ Disability Code _____

Course Title Teaching Aquatics Coaching Swimming Coaching Diving
Coaching Synchronised Swimming Coaching Water Polo

Course Venue _____ Start Date _____

Course Level Level 1 Unit 1 Unit 2
(please tick all units you wish to attend) Level 2 Units 1 - 3 Units 4 - 6

This section must be completed for all Level 1 registrations, whereby the Awarding Body has granted exemption from Unit 1, and all Level 2 registrations. Please list the pre-requisites you hold.

Qualification Title	Date Achieved	Certificate No (if applicable)

Attached to a Swim 21 Club Club Name (if applicable) _____

Special Requirements
It is important to disclose any health/medical or learning needs on application for the consideration of reasonable adjustments. Please note that a written statement or evidence will be required. Failure to provide this information may impair the ability of the IoS to provide support.

.....Continue overleaf

How did you find out about this Course?

ASA Website
 Regional Website
 Swimming Times
 Google
 Word of Mouth
 Other (please state) _____

Candidate Cancellation Policy

Please note the following cancellation policy applies should you cancel your place on this course:

- cancelled less than 28 days prior to the start of the course – a full refund will be issued minus a £25 administration fee
- cancelled less than 7 days prior to the start of the course – no refund will be given except in the event of illness / injury (for which a Doctor's note must be provided) or exceptional circumstances

Please note that this course may be cancelled if there are insufficient enrolments. In the event of cancellation a full refund will be issued.

I agree to abide by the General Rules and Conditions for the use of the venue.

I understand that I take part at my own risk.

This booking is non transferable.

The IoS reserve the right to amend the timetable to suit the needs of the course.

Data Protection Act (DPA) – The IoS (Institute of Swimming) will process your data and hold it data securely in accordance with the DPA. Data will be used to administer you as a candidate. Your express written consent to hold this data is required under the DPA, which by signing this form you are providing. I agree to give my consent for an ASA photographer to take the photograph of those stated above for marketing purposes. (please tick here if you **do not** agree to have photographs taken)

Method of Payment Cheque Purchase Order Funded Space

Cheque Enclosed For £ _____ Funding Information _____

Cheques should be made payable to **Institute of Swimming**

Cheques should not be post dated and a cheque card guarantee number, issue number, expiry date and full address should be written on the reverse of the cheque. Please do not send cash in the post.

Applications will only be accepted with correct payment by cheque and will be on a 'first come first served' basis.

I understand that the Institute of Swimming it's agents & employees are not under any liability whatsoever in respect of personal injury, loss or damage, whilst attending this centre.

Print Name _____

Signed _____ Date _____

Parent/Guardian Signature _____ Date _____
 (for candidates under 18 years of age)

Swim21 Club Secretary _____ Date _____
 (if attached)

OFFICE USE ONLY			
Total Fee Received	£ _____	Date Received _____	Processed by _____
Cheque Number	_____	Date Confirmation Sent _____	_____
Method of Payment	<input type="checkbox"/> Cash	<input type="checkbox"/> Card	<input type="checkbox"/> Cheque <input type="checkbox"/> Full Funded <input type="checkbox"/> Part Funded <input type="checkbox"/> Website

Seminar Application Form

For IOS continuing professional development seminars

Please complete in BLOCK CAPITALS and return with payment

Delegate Name Mr / Mrs / Miss / Ms _____

Date of Birth _____

Home Telephone _____ Mobile / Work Tel _____

Address _____

Post Code _____

Email Address _____

Confirmations will be sent by email, unless no email address stated

Please tick if you would like to be informed of future courses/seminars running in your area

Seminar Title _____

Start Date _____ Venue _____

Voucher Number _____ IOS Number (if member) _____
(Swim21/Licence)

Method of Payment Cheque Purchase Order Funded Space

Payment Enclosed £ _____ Funding Information _____

Please state any Health/Medical or Learning needs of which the Course Tutor should be made aware of

.....Continue overleaf

Courses may be cancelled if there are insufficient enrolments. If the course is cancelled a full refund will be issued
 I agree to abide by the General Rules and Conditions for the use of the Centre.
 I understand that I partake at my own risk. This booking is non-transferable
 Course fees may be refunded only in the event of illness/injury. (Doctors Certificate must be provided)
 Data Protection Act (DPA) – The IOS will process the data and hold the data securely in accordance with the Data Protection Act and the data will be used to administer you as an IOS delegate Your express written consent to hold this data is required under the DPA, which by signing this form you are providing.
 I Understand that the, Institute of Swimming it's agents & employees are not under any liability whatsoever in respect of personnel injury, loss or damage, whilst attending this centre.
 I agree to give my consent for an asa photographer to take the photograph of those stated above for marketing purposes.
 (please tick here if you **do not** agree to have photographs taken)

How did you find out about this seminar?

asa Website Regional Website Swimming Times Google Word of Mouth Other (please state) _____

Signed _____ Date _____

Cheques made payable to IOS
 Cheques should not be post dated
 Postal Applications will only be accepted with correct payment by cheque.
 Please don't send cash in the post.
 Postal Applications to be sent to:

IOS SEMINAR APPLICATION
 35 Granby Street, Loughborough. LE11 3DU

OFFICE USE ONLY		Processed by	
Total Fee Received	£ _____	Date Confirmation Sent	_____
Method of Payment	<input type="checkbox"/> Cash <input type="checkbox"/> Card <input type="checkbox"/> Cheque <input type="checkbox"/> Full Funded <input type="checkbox"/> Part Funded <input type="checkbox"/> Website		

Ethnicity Codes

Code	Description
A	White British
B	White Irish
C	White Other
D	Asian Indian
E	Asian Pakistani
F	Asian Bangladeshi
G	Asian Other
H	Chinese
I	Mixed – White and Black Caribbean
J	Mixed – White and Asian
K	Mixed Other
L	Black Caribbean
M	Black African
N	Black Other
O	Other Ethnic Group

Disability Codes

Code	Description
00	No known disability
01	Dyslexia
02	Blind / are partially sighted
03	Deaf / have a hearing impairment
04	Wheelchair user / have mobility difficulties
05	Personal care support
06	Mental health difficulties
07	An unseen disability, e.g. diabetes, epilepsy, asthma
08	Multiple disabilities
09	A disability not listed above
10	Information refused / not known