

The ASA Helper Certificate (Discipline) is available to any organisation or group and is not restricted to clubs affiliated to the ASA. The course outline detailed below is non-specific and can be adapted to meet the needs of each discipline, e.g., Water Polo, Diving. A modified version of the certificate is available for swimming for people with a disability (please see section on Disabilities) It is important, however, that the outline is adhered to in terms of general content and administration.

**1. Title**

**ASA HELPER CERTIFICATE (Discipline)**

**2. Pre-requisite**

Candidates must be at least 14 years of age at the commencement of the course.

**3. Role**

One who is able to help with a club/group activity under the guidance of a qualified ASA Teacher Certificate holder (Discipline) or above.

**4. Aims**

- 4.1 to equip candidates with very basic technical knowledge
- 4.2 to equip candidates with a basic knowledge of safety
- 4.3 to equip candidates with basic knowledge of skills which enable them to help in conducting a session led by at least a qualified ASA Teacher Certificate (Discipline)
- 4.4 to equip candidates with basic knowledge of the Amateur Swimming Association (ASA) Education and Training structure
- 4.5 to equip candidates with basic knowledge of the Amateur Swimming Federation of Great Britain (ASFGB) / Amateur Swimming Association (ASA) competition structure
- 4.6 to equip candidates with basic knowledge of how a club session is arranged (discipline specific)
- 4.7 to equip candidates with a knowledge of the benefits of swimming
- 4.8 to equip candidates with knowledge of the Club or group expectations.

**5. Method of assessment**

By verified attendance only. An attendance certificate will be issued by the ASA.

**6. Syllabus**

**6.1 Technical knowledge**

- (a) helping beginners in the discipline
- (b) basic techniques
- (c) Use of equipment in the discipline environment:
  - (i) storage arrangements
  - (ii) issuing arrangements
  - (iii) setting up
  - (iv) safe use
  - (v) clearing up arrangements
  - (vi) personal equipment appropriate to the discipline, e.g., float, pull buoys, toys etc.
  - (vii) general equipment appropriate to the discipline, e.g., pace clocks, stop watches, etc.

**6.2 Safety**

- (a) The general swimming environment Emergency Operating Procedure (EOP).
  - (i) people behaviour
  - (ii) the role of the lifeguard
  - (iii) alarms
  - (iv) use of the whistle
  - (v) safe methods of entry and exit
  - (vi) use of equipment both personal and overall appropriate to the discipline.
- (b) The discipline specific environment.

**6.3 Fundamentals of teaching:**

- (a) use of the voice
- (b) basic positioning on the poolside
- (c) demonstration of skills in the pool and on the poolside.
- (d) body language
- (e) appropriate dress

**6.4 An outline of the ASA Education and Training structure**

- (a) ASA Helper through to Senior Coach (as applicable).

**6.5 An outline of the ASA competition structure**

- (a) Club, County, District and National.

- 6.6 **Benefits of swimming**
  - (a) Enjoyment, health, fitness, and safety.
- 6.7 **Club Session Details**
  - (a) preparing a training session (appropriate to the discipline)
  - (b) Training patterns and formations etc appropriate to the discipline)
- 6.7 **Club or group behaviour expectation**
  - (a) club or group 'rules'
  - (b) club or group behaviour expectations in general
  - (c) expected behaviour of Helpers
  - (d) standard of dress expected of Helpers
  - (e) club or group organisation.

**7. Time allocation**

- 7.1 At least 80% of the course will be practical activities on the poolside.

**8. Length of course and organisation responsibilities**

- 8.1 total length of the course will be 6-8 hours
- 8.2 administration and organisation will be by the Club or Group initiating the course
- 8.3 certificates will be issued to candidates by the ASA Education Office unless requested otherwise
- 8.4 the maximum number of candidates is 16.

**9. Resources**

- 9.1 Books:
  - Selected references from:
    - See the Level 1 Certificate for Teaching for the appropriate discipline.
    - NB:** Additional and wider reading will enhance the candidates understanding.
    - Coachwise, Coaching Essentials
- 9.2 Journals:
  - The ASA Awards Centre
- 9.3 Videos:
  - Contact ASA Awards Centre for a list of current videos. Tel: 0800 220292
- 9.4 Other resources:
  - ASA, ISTC, Coach Associations, Sportscoach UK, Lifesavers RLSS (UK).