

# 1. ASA HELPERS CERTIFICATE

## 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.