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Qualification Specification

Highfield Level 2 International Award in Swimming Pool Safety

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Highfield Level 2 International Award in Swimming Pool Safety

Introduction

This qualification specification is designed to outline all you need to know in order to offer this qualification at your centre. If you have any further questions, please contact your centre manager.

Key Facts

Recommended guided learning hours: 8 hours (1 day).
Assessment method: Multiple choice questions exam and practical skills demonstration.
Qualification validity: The certificate for this qualification is valid for **2** years, after which learners will need to requalify.

Qualification overview and objective

The Highfield Level 2 International Award in Swimming Pool Safety is for those learners wishing to develop skills and knowledge in basic pool safety and rescue, acting in a support role at pools where suitably trained and qualified lifeguards are on duty. These settings may include:

- Schools
- Swim clubs
- Hotels
- Private sports venues

It covers facility operations, basic venue and activity safety, safe rescue techniques and key incident management strategies.

Important Note: this qualification does not replace or denote a 'First Aid Qualification' or 'Lifeguard Qualification'. **Highfield recommends that you contact the relevant Government Department in the country that you want to deliver this qualification, to ensure that local laws are being adhered to and that there are no additional approval requirements. It may be that you are required to register as a training provider within the country itself. Highfield approves centres based on its own criteria but does not represent any other organisations or departments.**

Entry requirements

In order to register for this qualification, the learners **must** meet the following entry requirements:

- be at least 16+ years of age
- be able to swim 50 metres continuously
- be able to surface dive to the floor of a pool to recover a sunken mannequin or other suitable object
- be able to climb out of the pool without the use of ladders/steps

It is strongly recommended that learners have/or are working towards a separate First Aid qualification e.g. Highfield L3 International Emergency First Aid qualification or equivalent.

Guidance on delivery

The guided learning hours (GLH) for this qualification is 8 hours.

The GLH is the time an average learner is taught by means of lectures, tutorials, supervised study, practical demonstrations and blended learning, including the time spent on assessment. The delivery of this programme may be adjusted in accordance with the learners' needs and/or local circumstances.

In order to effectively deliver and assess this qualification, centres must not exceed the ratio of 1 qualified tutor to a maximum of 12 learners. If centres wish to increase the ratio, they must first request approval from Highfield.

Centre requirements

Highfield **requires** that centres involved in the delivery of this qualification have the following training resources in place:

- suitable classroom facilities
- access to swimming pool with qualified lifeguards on duty
- torpedo buoys or other floatation device
- throw bags or rope
- submersible manikin or alternative deep water recovery object eg – dive block

Guidance on assessment

This qualification is assessed in **two** parts:

Part 1: Learners are required to answer a series of multiple-choice questions, marked by the centre assessor. The exam paper will be available to download from the members' area of the website. If further questioning was done for areas where learners did not pass, this must be recorded on the exam paper. Oral questioning may be used. In this case, the assessor should record the responses of learners on the knowledge capture sheet that is available in the download area.

Part 2: is assessed by practical demonstration in the following elements:

- poolside rescue
- in water rescue
- recovery of an unconscious casualty
- shallow water spinal injury stabilization

This practical assessment can be completed throughout the course delivery. The practical assessment will be recorded using the **practical matrix within the Assessment Pack,** which is available in the download area of the Highfield website.

Learners **must** achieve a pass in each element of the theory and practical assessments in order to pass the qualification. The recording of the practical and theory assessment outcomes will be via the Assessment Pack, which is available to download from the Highfield website. The completed

practical assessment pack **must be** submitted to Highfield for quality assurance checks and processing.

The certificate is valid for a period of **two years** and should be kept up to date with regular on-going training, carried out by an appropriate trainer. After the two-year validity period, candidates are required to undergo re-qualification to extend validity for a further 2 years. For further guidance on delivery and assessment, centres are advised to refer to the **Tutor/Assessor guidance pack** available in the download area.

Recognition of Prior Learning (RPL) and requalification

Centres may apply for recognition of prior learning to reduce the amount of training time spent in preparing the learner for assessment. Centres may reduce the GLH for learners undergoing re-qualification of this award. Re-qualification must be indicated on the assessment paperwork.

Tutor/Assessor requirements

Highfield **requires** nominated tutors meet the following:

- hold a relevant subject area qualification or have experience, which could include any of the following:
  - Highfield Level 2 International Award in Pool Lifeguarding (or equivalent pool lifeguard qualification)
  - Any other qualification and/or experience deemed appropriate by Highfield

- hold a valid and recognised first aid at work certificate, or equivalent such as:
  - Highfield Level 3 International Award in First at Work or equivalent
  - Any other qualification and/or experience deemed appropriate by Highfield

- hold a recognised teaching qualification or have experience, which could include any of the following:
  - Highfield L3 International Award in Delivering Training
  - Highfield L3 Award in Delivering Training or equivalent
  - SEQ Level 2 Teaching Swimming
  - any other qualification and/or experience deemed appropriate by Highfield

Guidance on quality assurance

Highfield will conduct external quality assurance engagements to support centres in the effective implementation and on-going management of this qualification. For example, this could be conducted via Highfield sampling centre paperwork or conducting support visits to centres.

Reasonable adjustments and special considerations

Highfield has measures in place for learners who require additional support. Reasonable adjustments such as additional time for the exam; assistance during the exam such as using a scribe or a reader, is available upon approval from Highfield. Please refer to Highfield's Reasonable Adjustments Policy for further information/guidance on this.

https://www.highfieldinternational.com/download

ID requirements

It is the responsibility of the centre to have systems in place to ensure that the person taking an assessment is indeed the person they are claiming to be. All centres are therefore required to ensure that each learner's identification is checked before they undertake the assessment. Highfield accept the following as proof of a learner's identity:

- national identity card (e.g. Emirates I.D.)
- valid passport
- photo driving license
- other photographic ID card, e.g. employee ID card (must be current employer), student ID card, travel card.

If a learner is unable to produce any of the forms of photographic identification listed above, a centre may accept another form of identification containing a signature, for example, a credit card. Identification by a third-party representative, such as line manager, human resources manager or invigilator, will also be accepted.

Progression opportunities

On successful completion of this qualification, learners may wish to continue their development by undertaking one of the following qualifications:

- Highfield Level 2 International Award in Pool Lifeguarding
- Highfield Level 3 International Award in Emergency First Aid
- Highfield L3 International First Aid at Work and the Safe Use of an Automated External Defibrillator

Useful websites

- HSE Health and Safety in Swimming Pools - https://www.hse.gov.uk/pubns/books/hsg179.htm

Recommended training materials

- International Award in Swimming Pool Safety Presentation; Highfield Products.

Appendix 1: Qualification content

Unit: International Award in Swimming Pool Safety
GLH: 8
Level: 2

Learning outcomes	Assessment Criteria
The learner will	***The learner can***
1. Understand the principles of health and safety and risk assessment for pool safety	1.1 Identify roles and responsibilities of the pool operator and other personnel working in the pool area 1.2 Describe the key steps to risk assessment 1.3 Describe the hazard categories, hazards and risks in and around the pool 1.4 Explain the different control measures for pool hazards
2. Understand how specific environments and activities can impact the safety of a pool venue	2.1 Identify specific hazards and risks associated with different venues • schools • swimming clubs • hotels • private pools • activity camps
3. Understand the normal operating procedures for routine pool management and the procedures in the event of an emergency	3.1 Explain the importance of PSOP 3.2 Explain the structure and the purpose of the NOP 3.3 Explain the structure and the purpose of the EAP 3.4 Explain the importance of incident/accident reporting 3.5 Identify the key information when recording and reporting incidents or accidents
4. Be able to respond to swimming pool emergencies in a safe and effective manner to rescue a casualty from the pool	4.1 Alert the lifeguard and colleagues to an emergency 4.2 Select and apply appropriate rescue methods to safely rescue a conscious casualty from the pool 4.3 Recover an unconscious submerged casualty and bring them safely to a point of support 4.4 Remove an unconscious casualty from the pool with assistance 4.5 Safely turn and assess an unconscious casualty on the poolside 4.6 Demonstrate safe entry and stabilization of a casualty in shallow water with a suspected spinal injury