

Assessment Guidance Note

Assessment

The course is a continual assessment format and is tutor assessed as set out below; candidates must satisfy all of the following. For further details on assessments refer to the candidates manual:

- Completion of the Portfolio and Worksheets to the satisfaction of the course tutor.
 - Continual assessment by the tutor.
 - Demonstrating the ability to carry out various defined rescue activities in a safe manner.
 - Demonstrating CPR and the preparatory actions and aftercare.
 - Completion of the end of course worksheet to the satisfaction of the course tutor.
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Course Worksheets and Multiple-Choice Papers

The course worksheets are designed to reinforce the topics covered in the training manual; they are designed to show evidence that learning has taken place and are to a measurable standard.

1. The tutor must check the progress of the work and give advice where needed.
 2. At the end of each worksheet is a 'Confirmation of completion of worksheet' box that the candidate must sign.
 3. The tutor must also complete the 'Completion Declaration' page at the front of the candidate's portfolio.
 4. The 'Referrals/Recommendations' section is for the tutor to record references given for the worksheets.
 5. The Final end of course paper) has 6 questions, of which you must achieve a minimum of 4 to pass; there is a 10-minute time limit to complete the examination. If unsuccessful there is a six-week time limit to re-sit another examination paper, if still unsuccessful it is recommended to attend a further course of instruction before re-taking the whole examination (both practical and theoretical).
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Examination Form Completion

The triplicate form must be completed by the tutor, ticking the appropriate boxes and indicating a pass or a fail. The tutor and the candidate must sign the form.

Rescue Section

Assessment Points - General

- Initiating the E.A.P if appropriate.
- Talking to the casualty.
- Giving the appropriate instructions.
- An appropriate approach.
- The time taken to reach the casualty.
- Safety of the rescuer.
- Safety of the casualty.
- Using the appropriate techniques for the casualty simulation.
- Safe handling and landing of the casualty.
- The giving of appropriate aftercare.

Specific Rescue Requirements and Advice

Dress

- Candidates must wear a minimum of a T-shirt and shorts or a skirt over their swimming costume, which must be clean and without fastenings or additions that could cause injury.
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- Casualties must wear a swimming costume suitable for pool use; they may wear additional clothing to protect their costume and body from abrasion from the poolside.
- Candidates and casualties must remove any jewellery that could cause injury.
- Swimming goggles are not recommended; for candidates with allergies to chemicals in the water a letter is required from their doctor requesting they need goggles to protect their eyes.
- When wearing goggles the candidate takes full responsibility for any injury that may arise from their use.

Rescue Aids

- Must be suitable for the purposes they are being used. There is a variety of rescue equipment on the market, not all equipment can be safely adapted for every rescue situation.
- Lifebelts, commonly found around the side of swimming pools, are often of a solid construction making them unsuitable as a throwing aid for rescuing casualties.

Using a Reaching Aid

- For aids under 2 metres in length - the rescuer should lie down flat to prevent themselves from being pulled into the water.
 - For aids over 2 metres in length - the rescuer should be aware of hitting other people or fixtures and fittings while using the aid and may initially stand, but should lower themselves to a kneeling position to prevent being pulled into the water.
6. When using a torpedo buoy, the rescuer may initially stand, but should lower themselves to a kneeling position to prevent being pulled into the water.

Using a Throw Rope or Throw-Bag

- The ability to prepare the rope or throw-bag for use; by evenly coiling the rope or releasing the top of the throw-bag and extracting a short length.
- The ability to throw the aid efficiently and effectively; to land across the casualty's arm or within grabbing distance.
- If necessary the ability to recoil and throw if the initial attempt fails.
- Keeping the casualty's head above the water while pulling them to the side.

Using a Torpedo Buoy or Lifebelt

- These aids may be thrown to the casualty provided their construction allows this to be achieved safely.
- Alternatively the rescuer may enter the water with the aid and approach the casualty; giving instructions to grasp the aid and towing the casualty to safety.

Performing a Wade Rescue

- Using a reaching pole, torpedo buoy, lifebelt or T-shirt are acceptable as suitable equipment for the wading rescue.
- Being aware of depth changes is important, the rescuer should maintain a safe distance from the casualty until they both have a firm footing.

Suitable towing techniques

For assessment purposes the rescuers must demonstrate non-contact tows and trawls; except in the spinal section where physical contact will be required.

Recovering a simulated body from the bottom of the deepest part of the pool.

- The retrieval of the manikin/dummy should be by the shoulders or by using any of the spinal head supports.
- On resurfacing, support the manikin/dummy with the face clear of the water while waiting to be acknowledged by the examiner prior to exchanging for a live simulated casualty.
- On reaching the side assess the casualty for response open the airway and check breathing.
- Simulating 5 rescue breathes, either mouth to nose (blowing across the forehead) or using a facemask.
- Protecting the casualty's head while transferring the casualty's arms to the assistant/s on the poolside.
- Giving clear instructions to the team when to lift without bouncing the casualty.
- Making sure the casualty's head is protected during the lifting and turning procedures.
- Giving clear instructions to the assistant when manoeuvring the casualty.

- Showing casualty care when performing the recovery position.

Spinal Injury Recovery

- **The Head Splint Roll** – the head must be firmly clamped between the casualty's upper arms and the body smoothly rolled over in the water. The head may be adjusted into neutral alignment by the application of a vice grip to the casualty's jaw and the vital signs assessed.
- The legs can be supported by a torpedo buoy or an assistant.
- **Horizontal Team Lift** – (group involvement)
 - Once the body is supported the head must be smoothly transferred to another assistant and the casualty's arms brought down to his/her side
 - A minimum of three rescuers support the casualty's body, another supports the head, the tutor may assist from the poolside with head transference and coaching.
- The rescuers must work as a team, showing the ability to lead and give clear instructions.

The Simulated Emergency Situation

- Consultation with the teachers prior to the situation to establish the normal working pattern as per the Emergency Action Plan is required.
- Several situations should be set so that a team of rescuers may gain experience of typical incidents that may occur in a pool
- The aim is to develop the teacher's ability to control a class as well as manage a situation.

It is recommended that the casualties have had some training and that a small group of 'would be' casualties (minimum 4) are used so that it is not instantly apparent which ones are going to be the actual casualties for that particular situation.

The tutor will be developing and assessing the Rescuers skills in:

- Poolside observation
- Prevention of emergency situations arising
- Speed in spotting the casualty/s
- Assessing the situation appropriately
- Initiating the Emergency Action Plan
- The use of poolside rescue aids if appropriate
- A safe rescue of the casualty/ies
- Safety considerations of other pool users/pupils
- The involvement of the team or back up if appropriate
- Safe handling and landing of the casualty/ies
- The giving of appropriate aftercare

Sample emergency situations to simulate are in the NaRS SAT Training Manual page 68

Resuscitation Section

Assessment Points - General

- Safe approach.
- Initiating the E.A.P. at the appropriate time.
- Correct sequence.
- Time taken to assess the casualty.
- Safe handling of the casualty/manikin.
- Using the appropriate techniques for the casualty/manikin.
- The ability to give adequate ventilations.
- The ability to correctly compress the chest.
- Giving the appropriate instructions.
- The giving of appropriate aftercare.

Specific Test Requirements and Advice

Using a live simulated unconscious casualty

- **Turning from prone to supine** - Remove spectacles and sharp objects from the casualty's pockets prior to the start.
- The rescuer must protect the casualty's head and show care and consideration for the casualty during the turn.

Airway & Breathing Checks - as the casualty is alive and simulating unconsciousness, the candidate should be able to detect signs of breathing.

- **Action for vomiting** - The tutor will inform the casualty to pretend to vomit to initiate the procedure.
- The casualty must be turned quickly and safely onto their side to permit drainage and simulation of removal of vomit.
- **Recovery Position** - The tutor will inform the candidate that the casualty is breathing but is unresponsive, to initiate the procedure for.
- The tutor may ask the casualties to reposition themselves to allow safe space for the technique to be demonstrated.
- Candidates should perform a quick head to toe check for bleeding then perform the recovery position
- The casualty must be rolled safely onto his/her side, the airway protected and the body supported.
- **Neutral alignment and jaw thrust** - using a suitable manikin the rescuers must demonstrate the correct, smooth and safe positioning of the head into neutral; then placing their fingers behind the jaw, just above the angle, lifting the jaw forward to open the airway.

Using suitable manikins demonstrate chest compressions and rescue breathing.

- When demonstrating chest compressions on adult and child manikins, the manikins should be able to indicate that the correct depth has been reached; an 80% success rate is acceptable and the tutor must be able to see the top of the 'V' where the ribs meet the sternum.
- The candidates must use two hands linked together to perform chest compressions on an adult manikin, one hand only for a child manikin (unless the candidate is of a small stature, then 2 hands are acceptable)
- During rescue breaths the chest must be seen to rise; an 80% success rate is acceptable; over inflation is to be avoided.
- When facemasks are used the appropriate techniques must be observed according to the manufacturers instructions.
- During the Resuscitation Sections the candidates must indicate that they would send someone or go themselves for help to be considered acceptable.
- Communication between the candidates must be observed when changing rescuers; if there is only one candidate the tutor may assist under the guidance of the candidate.
- With a minimum of 2 adults and 2 child manikins available for assessing four candidates, it should be possible to start one candidate on adult drowning CPR, when they have finished the checks and continued into their sequence start the next candidate on adult cardiac CPR; when they have finished the checks and continued into their sequence start the next candidate on child CPR; when they are into their sequence start the next candidate on the suspected spinal injury techniques; the group can then undergo rotations so that each one covers all the sections.

The following sample Schemes of Work are provided for downloading:

- [NaRS Pool Safety Award for Teachers - 1-Day Scheme](#)
- [NaRS Pool Safety Award for Teachers - 2 x 3 Hour Scheme](#)
- [NaRS Pool Safety Award for Teachers - 3 x 2 Hour Scheme](#)

NaRS Pool Safety Award for Teachers – 1-Day Scheme

Time	Topic	Teacher Activity	Candidate Activity	Resources
Theory Section				
15 min	Introduction and Administration	Health & Safety, outline course, issue paper work	Complete Application Forms	PowerPoint Application Forms SAT Course Manuals
15 min	Icebreaker	Explain activity	Take part in activity	PowerPoint Blank card/paper
10 min	Legislative Background	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
10 min	The Professional Rescuer	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	The Pool and Pool Safety	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	Introduction to First Aid	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
20 min	Spinal Injury Management	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	PowerPoint SAT Course Manual
Resuscitation Section				
50 min	Basic Life Support – Adult & Child	4-part teaching method	Take part in practical session	Adult manikins PowerPoint
10 min	Airway Problems, Choking	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	Adult & Child manikins PowerPoint
45 min	Practical Assessment	Observing up to 4 candidates at a time	Practicing and demonstrating resuscitation	Adult & Child manikins
Pool Section				
30 min	Swimming Ability, Poolside Rescues	Check ability, give demonstrations, assess skills	Take part in practical session and assessment	Rescue aids
40 min	Pool Rescues, Head Splint Roll	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	Torpedo buoys
20 min	Lifts, Horizontal Team Lift	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	
30 min	Situations	Set scenarios, assess skills	Take part in practical session and assessment	Torpedo buoys
Conclusion				
10 min	Course Summary	Give a brief summary and opportunity to answer questions	Ask questions	SAT Course Manual
15 min	Final SAT Worksheet	Distribute Worksheets and	Complete Worksheet	SAT Worksheet
10 min	Course Evaluation	Distribute Course Evaluation Forms	Complete Course Evaluation Forms	Course Evaluation Forms
Total 6 hour contact time; provision is required for breaks and changing to and from the pool session, more time will be required for assessment if more than 12 on a course				

NaRS Pool Safety Award for Teachers – 2 x 3 Hour Scheme

Time	Topic	Teacher Activity	Candidate Activity	Resources
Session 1				
Theory Section				
10 min	Introduction and Administration	Health & Safety, outline course, issue paper work	Complete Application Forms	PowerPoint Application Forms SAT Course Manuals
15 min	Icebreaker	Explain activity	Take part in activity	PowerPoint Blank card/paper
10 min	Legislative Background	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
10 min	The Professional Rescuer	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	The Pool and Pool Safety	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	Introduction to First Aid	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
Resuscitation Section				
50 min	Basic Life Support – Adult & Child	4-part teaching method	Take part in practical session	Adult manikins PowerPoint
10 min	Airway Problems, Choking	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	Adult & Child manikins PowerPoint
45 min	Practical Assessment	Observing up to 4 candidates at a time	Practicing and demonstrating resuscitation	Adult & Child manikins
Session 2				
Theory Section				
20 min	Spinal Injury Management	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	PowerPoint SAT Course Manual
Pool Section				
30 min	Swimming Ability, Poolside Rescues	Check ability, give demonstrations, assess skills	Take part in practical session and assessment	Rescue aids
40 min	Pool Rescues, Head Splint Roll	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	Torpedo buoys
20 min	Lifts, Horizontal Team Lift	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	
30 min	Situations	Set scenarios, assess skills	Take part in practical session and assessment	Torpedo buoys
Conclusion				
15 min	Course Summary	Give a brief summary and opportunity to answer questions	Ask questions	SAT Course Manual
15 min	Final SAT Worksheet	Distribute Worksheets and	Complete Worksheet	SAT Worksheet
10 min	Course Evaluation	Distribute Course Evaluation Forms	Complete Course Evaluation Forms	Course Evaluation Forms
Total 6 hour contact time; provision is required for breaks and changing to and from the pool session, more time will be required for assessment if more than 12 on a course				

NaRS Pool Safety Award for Teachers – 3 x 2 Hour Scheme

Time	Topic	Teacher Activity	Candidate Activity	Resources
Session 1				
Theory Section				
15 min	Introduction and Administration	Health & Safety, outline course, issue paper work	Complete Application Forms	PowerPoint Application Forms SAT Course Manuals
15 min	Icebreaker	Explain activity	Take part in activity	PowerPoint Blank card/paper
10 min	Legislative Background	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
10 min	The Professional Rescuer	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	The Pool and Pool Safety	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
15 min	Introduction to First Aid	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint SAT Course Manual
20 min	Spinal Injury Management	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	PowerPoint SAT Course Manual
Resuscitation Section				
20 min	Basic Life Support – Adult & Child	Deliver lecture, develop discussion	Take notes, take part in discussion	PowerPoint
Session 2				
Pool Section				
30 min	Swimming Ability, Poolside Rescues	Check ability, give demonstrations, assess skills	Take part in practical session and assessment	Rescue aids
40 min	Pool Rescues, Head Splint Roll	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	Torpedo buoys
20 min	Lifts, Horizontal Team Lift	Give demonstrations, organise groups, assess skills	Take part in practical session and assessment	
30 min	Situations	Set scenarios, assess skills	Take part in practical session and assessment	Torpedo buoys
Session 3				
Resuscitation Section				
30 min	Basic Life Support – Adult & Child	Practical session	Take part in practical session	Adult manikins PowerPoint
10 min	Airway Problems, Choking	Deliver lecture, develop discussion, give demonstration	Take notes, take part in discussion, take part in practical	Adult & Child manikins PowerPoint
45 min	Practical Assessment	Observing up to 4 candidates at a time	Practicing and demonstrating resuscitation	Adult & Child manikins
Conclusion				
10 min	Course Summary	Give a brief summary and opportunity to answer questions	Ask questions	SAT Course Manual
15 min	Final SAT Worksheet	Distribute Worksheets and	Complete Worksheet	SAT Worksheet
10 min	Course Evaluation	Distribute Course Evaluation Forms	Complete Course Evaluation Forms	Course Evaluation Forms
Total 6 hour contact time; more time will be required for assessment if more than 12 on a course				