



# Ongoing Training and Competency Assessment (T&CA)

**Alex Blackwell - Programme Manager Pool**



# Why?

- Feedback after External Verification visits
- Last years LIW – industry request for support
- IQL programme board
- ISRM – seminars
- Direct requests to IQL
- Industry survey





# Ongoing Lifeguard T&CA

Managing Health and Safety in Swimming Pools – 162

- To maintain the skills and competency of a lifeguard, suitable and sufficient training and competency assessment should be conducted regularly by qualified training staff and will need to include:



# Ongoing Lifeguard T&CA

Managing Health and Safety in Swimming Pools – 162

- a fitness programme to include timed swims and towing rescue methods;
- simulated incident training, working in a team, based on the site-specific EAP;
- a dive to the bottom of the deepest part of the pool to recover a simulated casualty (manikin);
- the use of poolside rescue equipment
- revisions to the PSOP due to changed circumstances;
- refresher training in supervision and scanning techniques.



# Development

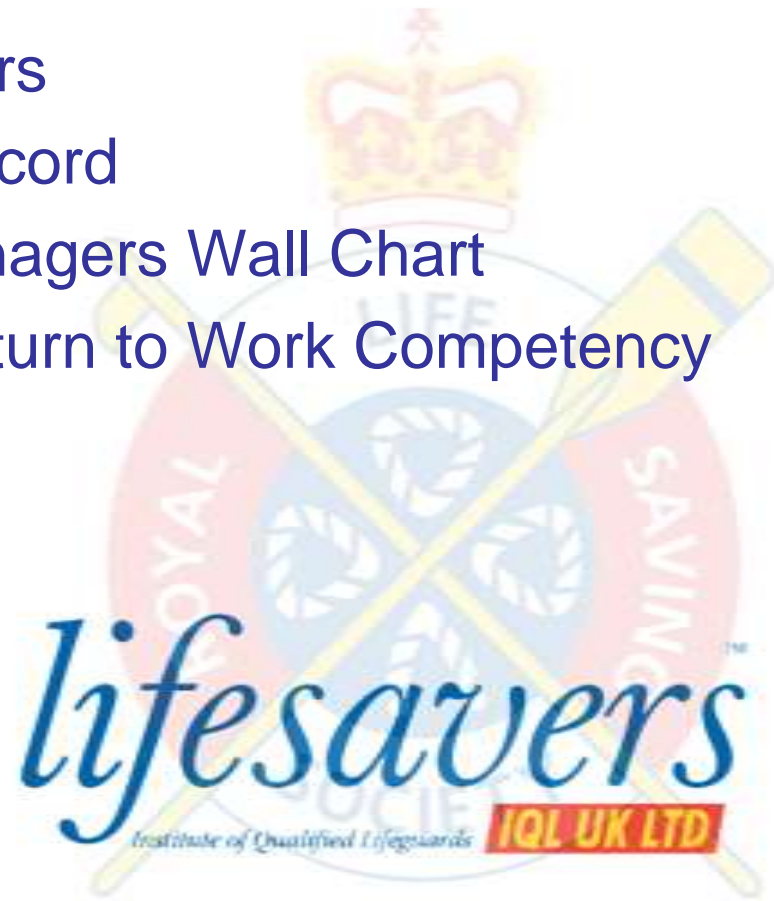
- Started in 2007
- 50 site - 6 month trial January to June 2008
- Site feedback
- Wide range of facilities
- Wide range of trainers
- Improvements implemented
- Review by Health and Safety Advisor








# Ongoing T&CA content

- A. 6 monthly Ongoing T&CA Plan
- B. Session Plans
- C. Incident Matrix
- D. Attendance Registers
- E. Individual T&CA Record
- F. Ongoing T&CA Managers Wall Chart
- G. New starter and Return to Work Competency Assessment



# Ongoing T&CA Sessions

2 hours contact time	Operational Practice (20 min)	First Aid / Basic Life Support & S.C.I.M (40 min)		Aquatic Rescue Skills & S.C.I.M (1 hour)
(1) <b>Jan July</b> 	NOP and EAP refresher training. Role of the lifeguard. Principles of scanning. 10:20 system. Zoning.	Primary assessment. Management of heart attacks. Management and causes of Unconsciousness. Turning casualty from front to back.	Priorities of casualty management. Asphyxia. Adult BLS (sudden collapse & drowning casualty) including pocket mask. Managing vomiting. Recovery position.	 Lifeguard positions and zoning including methods of poolside rotation and high chair safety. Reaching, throwing and wading rescues Slide in, step in and straddle with / without torpedo buoy. Safe diving where appropriate. Swimming techniques and strokes. Proactive and reactive incidents (20 min)
(2) <b>Feb Aug</b> 	NOP and EAP refresher training Risk assessment. Hazard types. Supervision, education and accident prevention.	Types of and management of fractures including:- – Upper arm. – Collar bone. – Ribs. – Lower leg – Ankle – Foot Ligament & muscle injuries. Cramp. Eye & dental injuries.	Adult BLS (sudden collapse & drowning casualty) including pocket mask. Child BLS including pocket mask. Adult, child and infant choking.	Support tows:- Hip support tow. Under arm support tow. Under shoulder support tow. Stirrup lift. Multiple rescues / casualties with and without torpedo buoy. Feet / head first surface dive to submerged casualty. In water rescue breathing – shallow & deep water supported. Assisted lift – unconscious casualty. Fitness, skills and team work (20 min)



# Session Plan

## Ongoing Lifeguard Training and Competency Assessment

### Session Plan 5

Duration:  1hr

#### Equipment required:

Topic/subject:	Teaching Points:	
NOP	Refresh lifeguards in site specific NOP  Dealing with the Public – arrangements for communicating safety messages to customers, customer care, poolside rules for the public and for lifeguards, controlling access.	Operational systems – controlling access to the pool or pools intended to be out of use including the safe use of pool covers.
EAP	Refresh lifeguards in site specific EAP  Outbreak of fire and building evacuation	Lighting failure
Supervision of specialist activities	Cover site specific supervision of specialist activities e.g. diving, canoeing and sub aqua.	
Programmed and other regulated activities.	Refresh lifeguards in site specific NOP and lifeguarding levels for programmed and regulated activities e.g. swimming lessons and club sessions.	





# Fitness

- Fitness and skills
- Fitness and teamwork



# Incident Matrix

- Proactive and reactive incidents
- Linked with lifeguard research
- Incident reference to record on individual T&CA record



# Individual T&CA record

## Individual Ongoing Training and Competency Assessment record



Lifeguard Surname

First Name

NPLQ Expiry Date (dd/mm/yy)

Copy of NPLQ certificate on file

Session	TA Number	TA Name (Print)	TA Signature Confirming Competence	Date	Incident Matrix reference
1 Jan	3			/ Jan / 20	
2 Feb	3			/ Feb / 20	
3 Mar	3			/ Mar / 20	
4 Apr	3			/ Apr / 20	
5 May	3			/ May / 20	
6 Jun	3			/ Jun / 20	
1 Jul	3			/ Jul / 20	
2 Aug	3			/ Aug / 20	
3 Sept	3			/ Sep / 20	
4 Oct	3			/ Oct / 20	
5 Nov	3			/ Nov / 20	
6 Dec	3			/ Dec / 20	

TA signature confirms lifeguards have met the required level of competence **by the end of the training and competency assessment that:-**

- The lifeguard has demonstrated the techniques programmed for the month to a level of competence that would enable them to pass the NPLQ.
- The lifeguard has demonstrated their fitness ability to the required level of competence to pass the fitness elements of the NPLQ (timed swims) – 2, 4 & 6.
- Through group questioning and incident training the lifeguard has demonstrated a level of competence and understanding in the site specific NOP and EAP.



# Competence

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- The lifeguard has demonstrated their fitness ability to the required level of competence to pass the fitness elements of the NPLQ (timed swims) – 2, 4 & 6.
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## Ongoing T&CA Wall Chart - Competency demonstrated on date shown

Site: **River House**

### Lifeguard Details

No	Surname	Forename
1	Blackwell	Alex
2	Sach	Keith
3	Dillon	Tara

### NPLQ

Exp Date (dd/mm/yyyy)
31/10/2008
31/01/2009
29/11/2008

### Date on which competency satisfactorily demonstrated

Jan Sess 1	Feb Sess 2	March Sess 3	April Sess 4	May Sess 5	June Sess 6
18/9/2008					
18/9/2008					



## Lifeguard Competency Assessment - for new employees and employees returning to work after absence in excess of one month

Surname:

Forename:

NPLQ Expiry (dd/mm/yy):

Competency assessed		✓
1	Swim 100 metres on front and then on back	
2	Tread water in deep water for 30 seconds then climb out of the pool unaided without using steps or ladder	
3	Contact rescue – deep water Rescue a casualty over a distance of 5 metres to a point of safety – hip/shoulder/arm support tows	
4	20 metres swim & 20 metres tow, casualty in deep water, Torpedo buoy at discretion of the TA. No more than 65 seconds from Go to touch or secure standing position at the end of the tow.	
5	20 metres swim, 10 metres tow, casualty in deep water. No more than 45 seconds from GO to touch or secure standing position at the end of the tow.	
6	SCIM – Deep water rescue Vice grip roll and trawl from the deepest part of the pool to support standing in shallow water. If only shallow water is available then either head splint or bear hug as depth permits.	
7	Demonstrate an effective bear hug or head splint technique and as dictated by the depth of the water.	
8	Demonstrate the recovery of a casualty who is lying on the bottom of the deepest part of the pool. At the point of support remove casualty from the water with trained support OR demonstrate supported rescue breathing in the water until assistance arrives.	
9	Demonstrate adult basic life support for 2 minutes with pocket mask (drowning casualty). This element can be completed directly after section 8.	
10	Demonstrate child or infant basic life support for 2 minutes.	
11	<b>Demonstrate treatment for a bleed</b> <span style="float: right;">(insert area injured)</span>	
12	<b>Demonstrate treatment for a fracture</b> <span style="float: right;">(insert area injured)</span>	
13	<b>Demonstrate a range of knowledge and understanding of a range of first aid conditions by satisfactorily answering three questions (record questions below).</b> 1. 2. 3.	
14	<b>Demonstrate a sound knowledge of the principles of pool lifeguarding by satisfactorily answering three questions (record questions below)</b> 1. 2. 3.	

Trainer Assessor name:

TA number:

Trainer Assessor signature:

Date (dd/mm/yy):

# Ongoing T&CA

Managing Health and Safety in Swimming Pools paragraph 151:-

Under the MHSWR 1999, pool operators will need to assess the capabilities of their staff and ensure they are adequately trained for the duties they carry out. It is good practice to maintain written records for all training sessions which include: names of those involved; what they did, including use of equipment: and length of training sessions. Such records can be held manually or held on computer.



# Ongoing T&CA format

So then we thought what if you could.....

- Search and print any section of the Ongoing T&CA document
- File, save, print and search individual Ongoing T&CA records
- Automatically update Manager's Wall Chart from individual T&CA record
- Auto alert when qualifications are due to expire





Ongoing T&CA	Lesson Plans	Incident matrix	Ongoing T&CA registers	Individual T&CA record	Ongoing T&CA managers wall chart	New starter and return to work Competency Assessment
T&CA Ongoing	Lesson Plans	incident matrix	Registers Ongoing	Individual T&CA record	AC&T ongoing managers wall chart	One starter with return to work Competency Assessment

 **Manage Lifeguards**

 Manage Lifeguards

Found 0 listed lifeguard/s

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IQL Ongoing T&CA edition 1.8

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# Summary

- 2 hours per month
- Monthly refresher on NOP / EAP
- Content linked with site specific systems and procedures
- Alternate monthly fitness and incident training
- Individual T&CA records
- Managers competency wall chart
- Achievable and manageable
- Support the leisure industry and our TA's
- Starting point for employers
- Consistency





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