

# New SRC and BM 2020

## Club considerations checklist

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<b>TAF considerations</b>			
<input type="checkbox"/>	All TAFs have been inducted into the new SRC and BM	SLSNSW Branch	
<input type="checkbox"/>	All TAFs have participated in the SLSNSW pre-season meeting/session		The new SRC and BM practical upskilling may take place during this time
<input type="checkbox"/>	All TAFs have reviewed the relevant new SRC and BM resources within the New SRC and BM webpage and SLS Members Area Document Library resources	<ul style="list-style-type: none"> <li>New SRC and BM webpage resources, e.g., resource package, review plans, change summaries</li> <li>SLS Members Area Document Library e.g., restricted resources, SLS videos, circulars, cheat sheets, posters</li> </ul>	See the review plan on the new SRC and BM webpage of the SLSNSW website
<input type="checkbox"/>	All TAFs have completed the online learning for the new SRC and BM (estimated 118 mins)	SLS eLearning User Guide and training videos on how to use SLS Learning app available on SLSA IT Helpdesk website	CTOs may choose to allocate their TAFs to a 'training group' within the eLearning platform. This is to help monitor online course completion and communicate with TAFs in the group on the subject of the online learning.
<b>SurfGuard considerations</b>			
<input type="checkbox"/>	All TAF details are up to date in SurfGuard	TAFs to update their profile details via the memberships menu in the SLS Members Area	This will automatically determine if they get the online version of PSAR35 for free or not.
<input type="checkbox"/>	Are you familiar with the credit transfer and RPL processes specific to this course?	<ul style="list-style-type: none"> <li>SRC and BM Delivery and assessment Guide</li> <li>SLSNSW Academy handbook</li> <li>SLS SRC and BM RPL Kit</li> </ul>	Participants receiving credit transfers do not have to do assessments for current UoCs they already have. Participants applying for RPL still have to do assessments for SLS awards
<b>Scheduling considerations</b>			
<input type="checkbox"/>	<b>Delivery format</b> <ul style="list-style-type: none"> <li>Which of the three course delivery formats will you offer at your club?</li> <li>Which scheduling example within the SRC and BM course guides works for your club?</li> </ul>	<ul style="list-style-type: none"> <li>SRC and BM Delivery and assessment Guide</li> <li>SRC and BM Course Guides</li> </ul>	Think about: <ul style="list-style-type: none"> <li>Prior learning and skill levels of registered members, e.g., former nippers, returning members, surf sport competitors, new members,</li> <li>Time of year and course duration</li> <li>Availability and composition of TAFs</li> </ul>
<input type="checkbox"/>	<b>Entry and exit points</b> <ul style="list-style-type: none"> <li>Will you schedule a BM and have members exit with their SRC halfway through?</li> <li>Do you have members who have already completed other SLS awards? E.g., SLS First aid, Resuscitation, Radio operations?</li> </ul>	<ul style="list-style-type: none"> <li>SRC and BM Delivery and assessment Guide</li> <li>SLSNSW Academy handbook</li> </ul>	You can assess SRC and BM course participants at the same time for assessment tasks 1-7

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<input type="checkbox"/>	<b>TAFs</b> <ul style="list-style-type: none"> <li>Will you need a Delegated Facilitator if the Assessors need to operate under the supervisory framework?</li> <li>How can your TAFs deliver as a team? Are there some TAFs/content specialists who are only required for some sessions as opposed to the whole course?</li> </ul>		
<input type="checkbox"/>	<b>On patrol session for BM</b> <ul style="list-style-type: none"> <li>Are your club's Patrol Captains and IRB crews informed of the new on patrol session requirements? What is their availability to assist?</li> <li>What is the availability of patrol captains and IRB crew?</li> <li>Will your club deliver this component as a training session or shadow patrol?</li> </ul>	<ul style="list-style-type: none"> <li>SRC and BM Delivery and Assessment Guide</li> <li>BM Assessment task 12 Third-party report</li> <li>Patrol captains</li> <li>IRB crew</li> <li>Gear Steward</li> </ul>	BM participants who are already patrolling as SRC award holders may have their patrol captains complete the third-party report in their BM assessment portfolio while on patrol.
<input type="checkbox"/>	<b>BM Emergency care module</b> Will your club deliver the BM emergency care module, or will you enlist the services of the SLSNSW Academy?	SRC and BM Delivery and assessment Guide SLSNSW Branch	Some clubs may wish to schedule SLS First aid award training for members to complete after their SRC and before their BM, e.g., for participants 14 years old
<b>Blended classroom considerations</b>			
<input type="checkbox"/>	<b>Technology audit</b> <ul style="list-style-type: none"> <li>Do you have screen sharing capabilities to connect your tablet or mobile phone to a screen?</li> </ul>	SLSNSW Branch	Let your branch and SLSNSW know what could make your life as a volunteer TAF easier
<input type="checkbox"/>	<b>Club iPad</b> <ul style="list-style-type: none"> <li>Where is your clubs' iPad safely stored?</li> <li>Do all TAFs know how to use and access the club iPad?</li> <li>Are all the SLS apps downloaded onto the iPad for all TAFs to access?</li> </ul>	<ul style="list-style-type: none"> <li>SLS Publications app</li> <li>SLS Learning app</li> <li>SLS Assessing app</li> <li>SLS Operations app</li> </ul>	You may also wish to save shortcuts to your favourite websites on your iPad home screen (or internet browser) to the SLS Members Area and BeachSafe websites, as well as those for your club, branch and SLSNSW.
<input type="checkbox"/>	<b>PSAR35 (online manual)</b> How will members at your club purchase PSAR35—Individually or will the club purchases PSAR35 access codes in bulk?	<ul style="list-style-type: none"> <li>SLS Members Area Members Store</li> <li>SLSNSW Branch</li> </ul>	Young members may not have a credit card to purchase PSAR35 themselves via the SLS Members Area Members Store
<input type="checkbox"/>	<b>TAF technological capacity</b> <ul style="list-style-type: none"> <li>How confident are your TAFs in using a digital device? E.g., smart phone or tablet, laptop</li> <li>How confident are you in downloading and using apps?</li> </ul>	TAFs	The SLSA IT helpdesk has user guides, training webinars and training videos available to help members learn how to use SLS mobile application solutions
<input type="checkbox"/>	<b>SLS eLearning</b> Will you set up training squads as groups in the eLearning platform, or will you simply search for and assign training to all or individual users?	SLS eLearning User Guide on the SLSA IT Helpdesk website	When creating training groups in the eLearning platform, create a unique naming system to help you keep track of the correct groups, e.g., BM Squad 1 2020, SRC Squad 2 2019

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<b>General course planning considerations (not specific to SRC and BM)</b>			
<input type="checkbox"/>	<b>Course advertising</b> <ul style="list-style-type: none"> <li>How and when will you advertise the different delivery formats, and to who?</li> <li>Course advertising for SRC and BM meets the Standards for RTOs (2015) regarding marketing (4.1) and enrolment (5.1-5.3)</li> </ul>	<ul style="list-style-type: none"> <li>SLSNSW Brand centre (<a href="http://slnswbrandcentre.com.au">slnswbrandcentre.com.au</a>)</li> <li>SLSNSW Recruitment and retention guide</li> <li>ASQA marketing and advertising fact sheet</li> </ul>	Register for the SLSNSW Brand centre that has tools available to help you make professional looking course advertisements and more
<input type="checkbox"/>	<b>SurfGuard considerations</b> <ul style="list-style-type: none"> <li>CTO details are correctly noted in SurfGuard</li> <li>CTO has sent an updated list of their TAFs requiring eLearning admin permissions to SLSA via the SLSA IT Helpdesk ticket submission system</li> <li>CTO has officer permissions to upload/edit/delete SLS Members Area Education Documentation for their SLS Club</li> </ul>	SLSA IT Helpdesk	This will automatically determine who gets 'admin access' within the SLS eLearning platform CTOs can upload restricted education resources specific to their club into their library for all TAFs to see
<input type="checkbox"/>	<b>Training report templates</b> <ul style="list-style-type: none"> <li>Are you familiar with the SurfGuard training report templates available in the SLS Members Area?</li> <li>Do you require any templates to be made?</li> <li>Do you have any to upload to the SLS Members Area Document Library?</li> </ul>	<ul style="list-style-type: none"> <li>SLSNSW Branch</li> <li>SurfGuard User Guide available on SLSA IT Helpdesk website</li> <li>SurfGuard templates within SLS Members Area Document Library</li> </ul>	Your branch may be able to provide or assist you to create SurfGuard training report templates
<input type="checkbox"/>	<b>Course scheduling - time of season</b> <ul style="list-style-type: none"> <li>What other events are on at the same time?</li> <li>What is the availability and capacity of my TAFs around that time?</li> <li>What is the availability and capacity of my club's water safety personnel, patrol captains and IRB crew around that time?</li> </ul>	<ul style="list-style-type: none"> <li>TAFs</li> <li>Surf Sports Officer at your club</li> <li>Your club events calendar</li> </ul>	<ul style="list-style-type: none"> <li>Avoid scheduling courses close to the end of the year when many people are on holidays</li> <li>Schedule some courses for surf sports competitors that finish before major events</li> <li>Avoid scheduling courses at the same time as skills maintenance sessions</li> </ul>
<input type="checkbox"/>	<b>Water safety</b> <ul style="list-style-type: none"> <li>How many water safety personnel are needed and when?</li> <li>What is their availability?</li> <li>Do we need to order any more water safety personnel and trainee uniforms?</li> </ul>	SLS Water Safety Policy	Is there enough water safety personnel for training squads and other club activities, e.g., nippers, sports events, club social swim groups.
<input type="checkbox"/>	<b>Surf sport events and participants</b> BM assessments for surf sport participants should be scheduled at least 5 weeks prior to any major sporting event to account for minimum processing times for SLS awards.	<ul style="list-style-type: none"> <li>Surf Sports Officer at your club</li> <li>The SLSNSW Surf Sports Calendar available on the SLSNSW website</li> <li>The SLSA Surf Sports Calendar available on the SLSA website</li> </ul>	An intensive delivery format may be suitable for some SLS Surf Sport participants over one week or 3 weekends.

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<input type="checkbox"/>	<b>Other SLS clubs in your area</b> <ul style="list-style-type: none"> <li>• What courses are they offering?</li> <li>• Can you and their CTO schedule any joint SLS club courses?</li> </ul>	SLS Club directory	
<input type="checkbox"/>	<b>Training events calendar</b> <ul style="list-style-type: none"> <li>• Have you entered the schedule into the appropriate Training Events Calendar for members and non-members to see?</li> </ul>	Your club website Branch website if required	Allow both members and non-members see course options online to help with recruitment and retention for both dry and wet pathway options
<input type="checkbox"/>	<b>SLS Members Area logins</b> Do all members have a unique SLS Members Area account (even if part of a family sub-group)?	<ul style="list-style-type: none"> <li>• SLS Members Area</li> <li>• SLSA IT Helpdesk – Submit a ticket</li> </ul>	<ul style="list-style-type: none"> <li>• Ask all members to click on forgot username or password or create an account if they do not know their login details.</li> <li>• Have them check their 'junk' email folders in case the security verification email is waiting for them there.</li> </ul>
<input type="checkbox"/>	<b>User guides</b> Have club TAFs referred to the latest training resources for the online learning options on the SLSA IT Helpdesk website? <ul style="list-style-type: none"> <li>• SLS eLearning User Guide</li> <li>• SLS Assessing App User Guide</li> <li>• Training videos</li> </ul>	<ul style="list-style-type: none"> <li>• SLS eLearning User Guide available on the SLSA IT Helpdesk website</li> <li>• SLS Assessing App available on the SLSA IT Helpdesk website</li> </ul>	
<input type="checkbox"/>	<b>Internet</b> <ul style="list-style-type: none"> <li>• How confident are your TAFs in accessing the internet at your club?</li> <li>• Is your club internet access details easily available to course participants and other club members?</li> </ul>	TAFs	