



## Slalom Coach Award Scheme

### COACHES TERMS OF REFERENCE

#### **Level 1 Coaches:**

A Level 1 Slalom Coach has received training in the whole range of knowledge and skills required for the coaching of slalom; but has not been assessed.

Level 1 Slalom Coaches are qualified to deliver slalom coaching to groups or individuals within their normal club setting, and to coach at races paddlers they normally coach in their clubs. They should do so under the overall guidance of a Level 2 or Level 3 Coach, who does not have to be physically present: they do not require direct supervision.

#### **Level 2 Coaches:**

A Level 2 Slalom Coach has undergone the full range of training at Level 1, and has had his/her knowledge of the subject matter tested orally and in writing. His/her practical coaching ability has been assessed both in running coaching sessions and in coaching at races.

Level 2 Coaches are qualified to deliver all normal technical coaching to the paddlers they normally work with. They do not need direct supervision, but should work under the guidance of a Club Slalom Coach – who should hold a Level 3 Slalom Coach qualification – with regard to questions of long-term development, the writing of training plans for their paddlers, etc. Level 2 Coaches are also qualified to mentor Level 1 Coaches on their path to Level 2.

#### **Level 3 Coaches:**

A Level 3 Slalom Coach has undergone a wide-ranging modular training involving generic psychological and sports science input as well as slalom-specific input. His/her knowledge and understanding has been tested orally and in writing; his/her practical coaching, at sessions and races, has been assessed at a level considerably above that of Level 2; and he/she has produced evidence of long-term coaching experience both at Club level and at least at Junior Regional Squad level.

A Level 3 Slalom Coach is qualified to deliver coaching at Junior Great Britain/Home Nations Squad level, to act as a Club Slalom Coach supervising and guiding a Club's team of Level 1 and Level 2 Coaches, and to mentor Level 2 Coaches on their path to Level 3.

#### **Level 4 Coaches:**

A Level 4 Coach has undergone a programme of theoretical learning of the basis of coaching at the highest level generically available, and has at least a year's supervised and mentored experience of providing the full range of coaching services required at GB/Home Nations Squad level, including taking responsibility (under a mentor's guidance) as personal coach for paddlers' training plans and long-term development. Assessment is by means of interview with a special panel of highly qualified coaches, and favourable reports from Squad Head Coach(es).

A Level 4 Coach is qualified to deliver the full range of coaching services required by GB/Home Nations Squads, to mentor Level 3 Coaches on their path to Level 4, and to act as Personal Coach to Elite paddlers



## **Slalom Coach Award Scheme**

### **Coaches and safety:**

At Level 1 all Coaches are trained in risk assessment and management, manual handling and injury prevention, and child protection requirements. They are assessed on these areas at Level 2.

Qualification as a Level 3 Coach requires attendance at a BCU Injury Prevention course, and a scUK Child protection workshop. Level 3 Coaches are further assessed on their ability to assess and manage risk under a wide variety of circumstances.

**All qualified Slalom Coaches are therefore qualified to coach slalom from the bank on whatever water is appropriate to their paddlers, making whatever arrangements for safety cover they deem to be necessary as a result of their risk assessment process. This may involve paddler-to-paddler cover, as at races; the use of throw-lines and similar bank-support safety; and the use of safety boats. Bankside rescuers and safety boat paddlers then operate under the direction of the Coach: they do not require to be qualified.**

### **Mentoring Coaches:**

All active and practising Coaches should have Mentors.

- Where a Coach is progressing – or wishes to progress - through the qualifications system his/her Mentor will be allocated by the Coach Educator who delivered their most recent course in consultation with the Slalom Coaching Administrator, who keeps a list of authorised mentors, and who they are Mentoring
- In a Club situation an active coach not provided with a mentor as above should be guided and mentored by the Club's Chief Slalom Coach
- In a Squad situation an active coach not provided with a mentor through the Coach Education system will be guided and mentored by the Squad's Head Coach, or by someone nominated by that Head Coach.

### **Areas of specialisation:**

It is assumed initially that coaches will initially operate within coaching areas that were familiar to them at the time of their most recent assessment:

- Coaches whose experience is with wholly or mainly with Juniors will seek experience and guidance before taking on responsibility for coaching Seniors, **and vice versa**.
- Coaches whose experience is wholly or mainly with ordinary club standard paddlers of whatever age will seek experience and guidance before taking on responsibility for talented paddlers of any age, **and vice versa**.
- Coaches whose experience is wholly or mainly of coaching on easy water will seek experience and guidance before taking responsibility for coaching on Prem/Div 1 standard water.

In all these cases the transitions are best handled through the Mentoring system for Coaches.



## **Slalom Coach Award Scheme**

### **LEVEL 1 - REQUIREMENTS AND SYLLABUS**

**LEVEL 1 SLALOM COACH** - Introductory level (approximately equivalent to NVQ 1)

Approx. 12-16 hour course, eg one weekend, two separate days, or four evenings.

To introduce both paddlers and non-paddlers to the basic skills of coaching and of canoe slalom.

It is designed to attract competitors, non-competitor canoeists, recreational coaches, coaches of other disciplines and non-canoeists (e.g. parents) and aimed at those who wish to introduce, encourage and help paddlers at the lower levels of slalom competition.

Minimum age to attend the course is 16.

Candidates will obtain a copy of the **Slalom Coaching Manual**, and receive guidance on pre-course reading. Course content will include both basic key slalom skills and basic coaching skills with a minimum of two practical sessions to reinforce the theoretical aspects listed in the syllabus below.

As of 01/09/01 (01/01/02 for existing Coaches) this qualification is only valid for Coaches holding a First Aid Certificate. There is no assessment or formal qualification: registration will only be refused in the case of evidence of seriously inappropriate attitudes. Candidates will be encouraged to start keeping a log of their coaching activities, and to proceed to Level 2.

#### **SYLLABUS**

Technical vocabulary

Key paddling skills - reinforced by practical sessions; and the Diamond Scheme

Analysis of skills and use of video

Session organisation, structure, and planning

Nutrition and hydration

Preparation for competition, and coaching support at competitions



## **Slalom Coach Award Scheme**

### **LEVEL 2 - REQUIREMENTS AND SYLLABUS**

**LEVEL 2 SLALOM COACH** - The first level of qualification (the equivalent of NVQ 2)

Minimum of 6 hours tuition and assessment e.g. one day or two evenings

Child Protection and Safety/Risk Assessment/Manual Handling tuition extra to this for those who have not covered these topics either at their Level 1 course or elsewhere (e.g. NCF Child Protection Workshop; BCU Coaching Scheme Manual Handling/Risk Assessment)

A one-day (or equivalent) follow-on assessment which together with logged experience and other elements leads to first level of 'qualified' Coach. Minimum age to attend the course is 16. It is designed for those who wish to operate as Club-level Coaches with a recognised qualification.

Candidates will be required to produce suitable logged experience of practical coaching over a period of not less than 6 months, not necessarily since their Level 1 course, including slalom coaching of groups of 4-6 paddlers, and coaching/support of paddlers at races. This should have involved a minimum of 15 group sessions, some on moving water; coaching, or assisting with coaching, at a minimum of two ranking slalom events; and judging at a further two ranking slalom events.

Evidence of self-education by reading, and attendance at a minimum of two NCF Key Courses or Running Sport Workshops or their equivalents will also be required.

#### **Prerequisites:**

Except in the case of candidates who have a letter of fast-tracking authorisation (see below) candidates **must bring to the assessment** (or supply beforehand to the Assessor):

- (i) A photocopy of a currently valid First Aid Certificate
- (ii) Evidence of attendance at two NCF Courses/Running Sport workshops or their equivalents
- (iii) Proof of currently valid Full BCU membership

Fast-track candidates will have a maximum of six months from the date of the final session to furnish the Assessor or Slalom Coaching Administrator with this evidence.

The aim of the assessment is to confirm that the candidate has assimilated a satisfactory proportion of the **Slalom Coaching Manual**; has been operating regularly as a Coach; and is a suitably knowledgeable and experienced person to practise as a Club-level Coach.

#### **FORMAT OF ASSESSMENT**

A General Assessment, multiple-choice-type paper to confirm assimilation and understanding of the topics covered in the Level 1 Syllabus.

Two practical coaching sessions on moving water: one to confirm session-planning and organisation, group control and course design as well as application of coaching skills to moving water the other will be a bank side race-coaching session



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In both sessions the candidate will be expected to relate to and demonstrate understanding of the Slalom Model Diagrams in the **Slalom Coaching Manual**.

On completion candidates will be registered with the BCU Coaching scheme on payment of a registration fee (currently waived); their registration will remain valid for 3 years as long as they maintain Full BCU membership; re-registration thereafter will require logged evidence of involvement in coaching activity. Successful candidates will either continue with their previous Mentor, or be allocated another, to guide their onward progress towards Level 3.

### LEVEL 3 - TRAINING MODULES AND REQUIREMENTS

Before being awarded a pass at Level 3 Assessment Level 2 Coaches - and any Coach 'fast-tracked' to Level 3 with the exception of Coaches of National Squads of countries outside the UK as detailed on page 6 - must provide evidence of undergoing/gaining the following training modules and requirements. Items under (A) and (B) do not have to come after Level 2 Assessment: they can be 'banked' at any stage.

'Fast-tracked' candidates have six months from the date of the assessment to produce the evidence of the requirements under (A) and (B) failing which both the assessment and the 'fast-tracking' approval will be null and void. For all other candidates they are prerequisites, and must be submitted to and approved by the Slalom Coaching Administrator before the date of the Assessment.

#### **A) Underpinning Theory:**

- (1) Provide evidence of attendance at the following NCF Key Course workshops:
  - Good Practice and Child Protection
  - Analysing Your Coaching
  - Coaching Children and Young People
  - Motivation and Mental Toughness
  - Fitness and Training (Sports Science Graduates will be exempt from this)
  - Observation, Analysis and Video

(Paddlers with at least two years' membership of the GB Senior Team behind them will be exempt from having to attend Motivation and Mental Toughness, Fitness and Training, and Observation, Analysis and Video)

(NCF Performance or High Performance Workshops or other forms of higher study covering the same areas will be accepted - as will Scottish and Welsh equivalents, and Slalom-run workshops at an equivalent level which have received the prior approval of the National Slalom Coaching Development Committee.)

- (2) Attend NSCDC-run workshop on 'Identifying & Developing Talented Young Paddlers'

#### **B) Practical Experience/Attachments:**

- (3) Prepare and implement, under his/her Mentor's guidance, a Personal Training Plan for a Junior paddler of at least Div 2 status; and submit the Mentor's report on and assessment of the plan and its implementation.
- (4) Deliver to paddlers at a Home Nation Squad or GB Squad Training Camp/Weekend a lecturette on a subject agreed with the Squad's Chief Coach; and submit the Chief Coach's report on and assessment of it.
- (5) Be attached for at least six months to a Home Nation or GB Squad offering regular coaching and/or a full programme of weekends/camps; act as Assistant Coach regularly within that; and submit the Chief Coach's report on his/her coaching.



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(6) Attend BCU Safety/Risk Assessment/Manual Handling course

**C) Qualifications:** A First Aid Certificate (at least 8 hours) valid at the date of assessment

**D) Submit a letter from his/her Mentor testifying to his/her readiness for assessment.**



## **Slalom Coach Award Scheme**

### **LEVEL 3 - REQUIREMENTS AND SYLLABUS**

**LEVEL 3 SLALOM COACH** - The second level of qualification (the equivalent of NVQ 3)

Minimum of 6 hours tuition and assessment e.g. one day or two evenings

An assessment which together with further logged experience and other training modules leads to second level of qualified coach. Minimum age for Assessment is 18.

It is designed for those who wish to operate as Chief Coaches in Clubs - particularly Top Clubs (Performance) - and/or as Coaches with Regional Squads, and Assistant Coaches with Home Nations or GB Squads.

Candidates will only be admitted for assessment on the recommendation of a Mentor either appointed by their Level 2 Assessor and approved by the NSCDC, or appointed by the NSCDC.

Candidates will be required to submit to the Slalom Coaching Administrator, in sufficient time before the Assessment for clearance to be given, evidence of their having met the Training/Experience requirements listed on page 6. Except that 'fast-tracked' candidates will have six months after the date of the Assessment in which to produce those proofs.

The aim of the assessment is not just to ensure that the candidate has achieved a sufficient mastery of the content of the Slalom Coaching Manual - that is the aim of Level 2 assessment - but to make sure (i) that those achieving this level of qualification understand enough about the principles involved to be able to apply them both to individual paddlers and to groups of paddlers, and therefore to be innovative and imaginative in their coaching; and (ii) that they have a sufficiently wide experience to be able to assess the potential of the paddlers they coach, and enable them to fulfil it.

#### **FORMAT OF ASSESSMENT**

A General Assessment, multiple choice-type paper to confirm that they have achieved a sufficiently deep understanding of the topics covered in the Level 1 syllabus to be able to use them flexibly, and justify their decisions as Coaches.

Two practical coaching sessions on moving water with paddlers they have not worked with previously: one to confirm their ability to organise and run progressive sessions that are safe, fun, active and meaningful, including making assessments of paddlers strengths, weaknesses and needs 'on the run'.

the other will be a bank side race-coaching session

Either in a group or individually, a discussion session in which they will be expected to demonstrate the ability to relate theory to practice, and to learn from their experiences as Coaches

A video analysis session in which they will be expected to demonstrate not only the skills required to analyse and feedback sessions they have coached, but also the ability to learn and deepen their understanding by watching and analysing



## **Slalom Coach Award Scheme**

On completion of the assessment (and, for 'fast-tracked' candidates, production of evidence of completion of the prerequisites), and on payment of the Registration Fee (currently £15.00) candidates will be registered as Level 3 Slalom Coaches. Their registration will remain valid for 3 years as long as they maintain Full BCU membership; re-registration thereafter will require logged evidence of involvement in Slalom Coaching activity at the appropriate level.



## Slalom Coach Award Scheme

### LEVEL 4 REQUIREMENTS AND SYLLABUS

**LEVEL 4 SLALOM COACH**      The third level of assessment (the equivalent of NVQ 4)

An ongoing course of self-education, improvement and experience leading to a half-day assessment for the award of the third level of qualified coach. Minimum age for application is 21.

It is designed for those who wish to operate as Coaches with Home Nation or GB Squads, and/or as Chief Coaches of Home Nations Regional Squads.

No UK-based Coach will be accepted for fast-tracking at this level (see p. xi for non-UK-based Coaches)

The award is designed to be achieved in modular form.

**A) Prerequisites:**

**Before** an application form is completed for assessment for the award of Level 4, the candidate must:

- (1) Be a Level 3 Coach
- (2) Be a Full (Comprehensive) Member of the BCU
- (3) Have been attached for no less than 6 months to a Home Nation or GB Squad, such attachment to include at least 20 logged sessions. (Letter from that Squad's Chief Coach required)

**B) Training:**

**By the date of assessment** the candidate must

- (4) Have attended at least two NCF Performance Workshops/High Performance Workshops or the equivalent each year since registration.
- (5) Be able to demonstrate ongoing self-education by reading and evaluating printed material and ideally also material accessible on Internet Sports Science web-sites.
- (6) Have been attached for no less than 12 months post-Level 3 assessment to a Home Nation or GB Squad, and have a qualified Level 4 Coach working with that Squad as his/her Mentor.  
Such attachment to involve at least 40 logged sessions, including group training, race coaching, and the delivery of talks; and to include the taking of direct responsibility for the programmes and progress of at least two paddlers. (Written report from Mentor required at Assessment)
- (7) have acted as Mentor to at least one aspirant Level 3 Coach up to the point of their acceptance for assessment. (Must be documented)

Upon completion of (5) to (7) the candidate may apply to the National Slalom Coaching Committee for an Assessment Interview. The Interview will take no longer than two hours, including a presentation of no more than 15 minutes if required. The candidate will be required to demonstrate a high level of knowledge of all aspects of the Coach Award syllabus, and matters relating to squad selection, organisation, and management. It will be carried out by a panel of three, comprising (where possible):

The Co-ordinator of the National Slalom Coaching Committee

The Chief Coach of a Home Nation or GB Squad (not the one with which the candidate operates)



## **Slalom Coach Award Scheme**

The Chief Coach of a Home Nations Regional Squad **or** another Home Nation/GB Squad Chief Coach **or** if neither is available, any other Level 4 Coach

Registration (subject to payment of Registration Fee) will be valid for 3 years; re-registration will depend on continued involvement in Coaching activity at an appropriate level.



## **Slalom Coach Award Scheme**

### **'FAST TRACKING'**

It is normally expected that Coaches will proceed through the Coaching Scheme from Level 1 to whatever end-point they wish to reach.

However while this is the recommended pathway, it is recognised that it will not always be appropriate. The National Slalom Coaching Development Committee therefore recognises four 'fast tracking' routes.

- 1) Experienced Club or Squad Coaches who are already fully au fait with the material contained in the Level 1 Syllabus and the Slalom Coaching Manual can elect to proceed straight to Level 2 Assessment, providing that their application is supported by a letter from the Chief Coach of the appropriate Regional, Home Nation or GB Squad to the NSCDC recommending that they should be 'fast tracked'. However they need to be aware that should they not pass all the elements of the Assessment then the 'fast tracking' authorisation is voided, and they will have to start again at Level 1. Referral here is not an option.
  - 2) Experienced Coaches currently actively involved in coaching Home Nation or GB Squads can elect to by-pass both Level 1 and Level 2 and precede straight to the Training stage of Level 3. A letter of recommendation from the Chief Coach of the appropriate Home Nation or GB Squad to the NSCDC recommending that they be 'fast-tracked' will be required.
  - 3) Experienced Coaches currently actively involved in coaching Regional, Home Nation or GB Squads can elect to go through all the stages, but to eliminate the time gaps between them, using accreditation of prior experience. A letter of recommendation from the Chief Coach of the appropriate Home Nation or GB Squad to the NSCDC recommending that they be 'fast-tracked' will be required.
  - 4) Whatever his/her nationality, a Coach who has been Chief Coach of a National Slalom Squad of a foreign country, and now wishes to practise as a Coach in the United Kingdom, can elect to proceed straight to the registration stage of Level 4. A letter of recommendation from the National Governing Body of the country whose National Squad he/she ran to the NSCDC, detailing his/her experience, will be required.
- NB: The National Slalom Coaching Development Committee is not required to accept any 'fast-tracking' recommendation: Coaches should therefore not proceed until they have had an answer from the NSCDC.



## **Slalom Coach Award Scheme**

### **ASSESSORS AND MENTORS**

#### **ASSESSORS**

In principle Level 2 Coaches and above can act as Course Directors for any Level of award up to that which they hold, subject (a) to having previously assisted at two course/assessments at that level and (b) to their having subsequently received an endorsement to do so.

Course Directors can make use of non-endorsed Coaches to deliver tuition components and to assist with assessment: but any assessment component must be the direct responsibility of an endorsed Assessor.

Endorsements are recommended to the National Slalom Coaching Development Committee by existing Assessors who acted as Course Directors at the courses at which those candidates assisted. They are confirmed or otherwise by that Committee, and so minuted. Neither the recommendation nor the confirmation are to be regarded as automatic.

The Slalom Coaching Administrator will maintain, and cause to be published each year, preferably in the Slalom Yearbook, an up-to-date list of those authorised to act as Course Directors at each level, together with their contact details.

#### **STAFFING REQUIREMENTS FOR COURSES**

- Level 1:** 1 x Level 3 Coach **OR** 2 x Level 2 Coaches (with the appropriate endorsements).
- Level 2:** 1 x Level 3 Coach **OR** 2 x Level 2 Coaches (with the appropriate endorsements).
- Level 3:** 1 x Level 4 or 5 Coach **PLUS** 2 x Level 3 Coaches (with the appropriate endorsements).
- Level 4:** Interview panel constituted as on p. ix: but in nominating the Panel the NSCDC will give preference to Level 4 or 5 Coaches where possible.
- Level 5:** Interview panel constituted as on p. x: but in nominating the panel the NSCDC will give preference to Level 5 Coaches where possible.

Where a multiple assessment team is specified it is not the intention that all the Assessors should assess every component: they are there so that alternative views can be compared, not to check up on each other.

#### **MENTORS:**

All Coaches completing a Level 1, Level 2, or Level 3 course will have Mentors appointed to guide them towards the next level of qualification (except for candidates who make it clear that they are not currently interested in proceeding to the next level)



## **Slalom Coach Award Scheme**

Those who are appointed as Mentors to aspirant Coaches to guide them towards particular levels of award will be expected to hold that award themselves: as far as possible Mentors will be appointed who are endorsed to assess at the level being aimed at, so that that can guide the aspirant Coach more effectively. However this will not always be possible; and a closely available Mentor is more use than one who is endorsed but unavailable.

Mentors will in the first instance be negotiated into place by the Course Director of the course just completed - Level 1, 2 or 3.



## Slalom Coach Award Scheme

### REGISTRATION, RE-REGISTRATION AND REVALIDATION

#### REGISTRATION:

See syllabuses of individual Levels on previous pages above.

#### RE-REGISTRATION:

Maintenance of Slalom Coaching Qualifications requires the Coach to remain a registered member of the BCU Coaching Scheme. For this there are two requirements:

- i) At all Levels, 1 - 5, proof of continued membership of the BCU (Basic Membership is acceptable at Level 1; Full (comprehensive) Membership is required at Levels 2 - 5).
- ii) At Levels 1 - 5, proof of a current First Aid qualification (at least 4 hours at Levels 1 & 2,  
At least 8 hours at Levels 3 - 5)

Photocopies of BCU Card and First Aid Certificate need to be sent to the Slalom Coaching Administrator every three years: he will send out reminders, and will forward the photocopies to the BCU Coaching Office.

#### REVALIDATION:

Maintenance of Slalom Coaching Qualifications also requires that the Coach remains involved in Slalom Coaching at an appropriate level, and this must be established every three years (the Slalom Coaching Administrator will send out reminders). Requirements are:

- Level 1: A written summary of Slalom Coaching activity to the Slalom Coaching Administrator
- Level 2:
- (i) A written summary of Slalom Coaching activity in the past three years to the Slalom Coaching Administrator
  - (ii) Attendance at **either** at least one NCF Key or Performance Course **or** at least one Slalom Coaching Symposium in the previous three years
  - (iii) Attendance at a Slalom-specific Revalidation Seminar, or an equivalent Revalidation Interview with a designated member of the NSCDC
- Level 3: As for Level 2: except the self-education must include at least one NCF Course **and** at least one Slalom Coaching Symposium
- Level 4:
- (i) A written summary of Slalom Coaching activity at Regional/Home Nations /National Squad level over the past three years to the Slalom Coaching Administrator
  - (ii) Evidence of attendance at least two NCF Performance or High Performance Courses in the previous three years
  - (iii) Attendance at a Revalidation Interview with a designated member of the NSCDC



## **Slalom Coach Award Scheme**

If either the Re-Registration or the Revalidation requirements are not met the name and details of the Coach will not be published in the Slalom Yearbook. The qualifications of the Coach will be placed on a 'suspended' list; they will remain there for a further five years, and can be reactivated on request, and on production of evidence of the relevant requirements (possibly including a mentored probationary period)