Section 4B: AUSI Snorkelling Teaching Guidelines

SNORKEL GUIDE incorporating SNORKEL SWIMMING INSTRUCTOR – August 2009

This version, **August 2009 (0809),** replaces AUSI Snorkel Swimming Instructor Teaching Guidelines - October 2005 (1005)

COURSE PLANNING 1

PROFESSIONAL DEVELOPMENT 4

COURSE ASSESSMENT GUIDELINES 8

DETERMINING RESULTS 10

REGISTRATION PROCEDURES 10

COURSE MATERIALS 11

- **AUSI PROFESSIONAL TRAINING PROGRAM APPLICATION FORM**
- **AUSI PROFESSIONAL TRAINING APPLICATION FORM**
- **AUSI MEDICAL HISTORY FORM**
- **AUSI SNORKEL GUIDE TRAINING RECORD**
- **AUSI SNORKEL GUIDE THEORY TEST**
- **AUSI SNORKEL GUIDE THEORY TEST – Answer Sheet**
- **AUSI SNORKEL GUIDE THEORY TEST – Answer Template**
- **AUSI SNORKEL GUIDE CUE CARD**

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

..

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

COURSE PLANNING

Overview

The AUSI Snorkel Guide Training Program includes training and assessment for both AUSI Snorkel Swimming Instructor and AUSI Snorkel Guide awards, where training and assessment covers the following areas:

1. Theory Knowledge,
2. Snorkelling Skills, and
3. Dive Leadership.

The AUSI Snorkel Swimming Instructor award, day one of the course, is designed to upgrade other related vocational trainers such as outdoor education teachers, swimming instructors and lifesavers, where successful candidates can:

1. Conduct AUSI Snorkel Swimming programs in a pool,
2. Conduct AUSI Snorkel Swimming programs in sheltered water under the supervision of an AUSI Snorkel Guide or higher, and
3. Act as a lookout for snorkelling activities in open water under the supervision of an AUSI Snorkel water unsupervised and supervise snorkel swimmers in open water under the supervision of an AUSI Snorkel Guide or higher, and

The AUSI Snorkel Guide, the complete course plus professional internship, is designed for people employed in the dive industry wishing to supervise and guide snorkelling activities, where successful candidates can:

1. Conduct AUSI Snorkel Swimming programs,
2. Act as a guide for uncertified snorkel divers in open water, and
3. Supervise snorkelling activities in open water.

Note: The AUSI Snorkel Guide course meets the requirements of National Training Framework – SROSNK002A.

Training can be conducted either:

1. As an "in-facility" program where the training and assessment phases are conducted over any time frame that satisfies both the AUSI Snorkel Diver Instructor conducting the training course and the candidate.
   In-facility programs require that the AUSI Snorkel Diver Instructor conducting the training submit an *AUSI Professional Training Program Application Form* to AUSI Head Office 30 days prior to the proposed commencement date, **or**
2. As a one-day AUSI Training Program which includes training and assessment.
   To avoid duplication of such programs in any one region AUSI Snorkel Swimming Instructor Training Programs must have AUSI Head Office approval. To gain approval the AUSI Snorkel Diver Instructor conducting the training course must submit an *AUSI Instructor Training Program Application Form* to AUSI Head Office at least 60 days in advance.

Prerequisites

Prior to participating on an AUSI Snorkel Guide Training Program candidates are required to meet the AUSI Snorkel Swimming Instructor course prerequisites, which are:

1. Be at least 16 years of age for participation on the course and must be 18 years of age for full certification,
2. Be certified medically fit to supervise snorkellers by a medical practitioner,
3. Be able to swim 200 metres (220yds) unaided in no more than five minutes and then immediately stay afloat for at least 10 minutes,
4. Have a current work place first aid certificate or approved equivalent,
5. Have a current CPR certificate or approved equivalent,
6. Have a current oxygen provider certificate or higher or approved equivalent
7. Have submitted a completed AUSI Professional Training Application Form with appropriate fee to AUS Head Office prior to the commencement of training, and
8. Submit a completed AUSI Snorkel Guide Workbook.

Note: If the candidate is less than 18 years of age they can be certified either as an AUSI Assistant Snorkel Swimming Instructor or AUSI Assistant Snorkel Guide until they reach the age of 18 when they can upgrade subject to satisfactory retest of their personal diving skills including rescue techniques.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

Instructor

The course can only be conducted by an AUSI Snorkel Diver Instructor or higher or endorsed AUSI Scuba Instructor, or approved equivalent.

Ratios

Classroom: Must not exceed 12 candidates per instructor.
Pool: Must not exceed 12 candidates per instructor.
Ocean: Must not exceed 6 candidates per instructor.

Materials

During the course it is compulsory for the instructor to use the following:

1. **AUSI Snorkel Guide Course Notes** or relevant AUSI Course Notes,
2. **AUSI Snorkel Guide Workbook**,
3. *AUSI Medical History Form*, and
4. *AUSI Snorkel Guide Training Record*.

Items 1 & 2: Hard copy can be purchased from AUSI Head Office; in lieu of Item 1 the relevant AUSI Course Notes can be downloaded from www.ausi.com.au.
Items 3, & 4: Can be photocopied from the Course Materials section of the AUSI Instructor Manual.
All items: Can be downloaded from www.ausi.com.au however only registered instructors can download Items 3, & 4 as part of the AUSI Snorkel Guide Trainer Pack.

Equipment

Each instructor and candidate shall use the following equipment during all practical training and ocean diving throughout the course:

1. Mask, snorkel and fins,
2. Adequate exposure protection, and
3. If a neoprene exposure suit that provides significant positive buoyancy is not used then a buoyancy device that provides positive buoyancy at all times must be worn.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

Suggested Timetable

The following is a suggested one-day course timetable, suggested presentation time in brackets:

Day One: (*Both AUSI Snorkel Swimming & AUSI Snorkel Guide candidates*)

0730 **Introduction** (Classroom - 30 minutes)

0800 **Snorkel Theory Knowledge Test & Review** (Classroom - 60 minutes)

1000 **Personal Skill Development & Rescue Skills** (Pool - 90 minutes)

1230 Lunch

1300 **Snorkel Skill Training** (Classroom - 60 minutes)

1400 **Practical Skill Training Assessment** (Pool - 90 minutes)

1600 **Professional Responsibilities** (Classroom - 60 minutes)

1730 **Debrief** (Classroom - 30 minutes)

End of AUSI Snorkel Swimming Instructor training and assessment.

Day Two: (*AUSI Snorkel Guide candidates only*)

0800 **Snorkelling Skills** (Ocean – 90 minutes)

1030 **Dive Leadership** (Classroom - 60 minutes)

1200 Lunch

1230 **Practical Dive Leadership** (Ocean - 120 minutes)

1600 **Debrief** (Classroom - 30 minutes)

Post-Course Internship: (*AUSI Snorkel Guide candidates only*)

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

PROFESSIONAL DEVELOPMENT

Introduction

The following materials are required for the Introduction Session:

1. **AUSI Snorkel Guide Course Notes,**
2. **AUSI Snorkel Guide Workbook,**
3. *AUSI Medical History Form*, and
4. *AUSI Snorkel Guide Training Record*.

During the introductory session, which must be done before any practical sessions are conducted, the instructor is required to do the following:

1. Have student complete the *AUSI Medical History Form* or approved equivalent and check carefully,
2. Sight evidence that the candidate meets all the prerequisites for the course,
3. Check that the candidate meets the prerequisites and record on the *AUSI Snorkel Guide Training Record,*
4. Explain the AUSI Pathway and where the current course fits in,
5. Explain the structure of the AUSI Snorkel Guide Course,
6. Explain assessment procedures,
7. Discuss the timetable for the course,
8. Explain certification requirements, and
9. Explain the requirements for Annual Renewal.

The recommended text for those students wishing to do further reading is:

Recreational Scuba Diving – Sinclair & Kenley.

This text is available from AUSI Head Office.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

Theory Sessions

The AUSI Snorkel Guide course consists of four instructor development sessions with lesson reviews. These sessions should be conducted in accordance with the Classroom Presentation section of the **AUSI Instructor Course Notes**.

The topics covered are listed below:

Session 1: Theoretical Aspects of Snorkelling – Test and Review

- Equipment
- Basic Physics
- Ears & Diving
- Buoyancy
- Diving Gases
- Hyperventilation
- The Buddy System
- Hand Signals
- Safety Rules
- Understanding Water Movement
- Emergency Procedures
- Boat Diving
- Hunting & Spear fishing
- Free Diving
- Law & Environment
- Medical Considerations
- Basic First Aid
- Exposure
- Ear Injuries
- Potentially Dangerous Marine Animals

Session 2: Snorkel Skill Training

- Planning skills training
- Conducting Skills Training

Session 3: Professional Responsibilities

- Professional Obligations
- Legal Aspects
- Participant Screening

Session 4: Dive Leadership

- Planning Ocean Dives
- Conducting Ocean Dives
- Incident Management
- Accident Management

Students must have their own current edition of the **AUSI Snorkel Guide Course Notes** or relevant AUSI Course Notes and the **AUSI Snorkel Guide Workbook.**

The *AUSI Snorkel Guide Training Record* is to be updated at the end of every session.

Note: Certification will not be issued until the candidate has satisfactorily completed the theory reviews contained in the **AUSI Snorkel Guide Workbook.**

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

Practical Sessions

The AUSI Snorkel Guide course consists of two practical sessions. These sessions should be conducted in a pool or enclosed water in accordance with the Practical Presentation section of the **AUSI Instructor Course Notes**.

The skills covered are listed below:

Session 1: Personal Skill Development - Pool

Equipment Handing

1. Mask – defogging, fitting, clearing
2. Snorkel – fitting, clearing
3. Fins – fitting and usage
4. Buoyancy devices – fitting and usage

Entries & Exits

1. Shallow water entry
2. Step entry
3. Backward roll entry
4. Pool exit
5. Ladder exit
6. Boat exit

Snorkelling Skills

1. Snorkel clearing
2. Finning techniques
3. Mask Clearing
4. Snorkel diving

Fitness Tests

1. 200m (220yd) swim in no more than five minutes
2. 10 minute tread
3. 3m (10ft) snorkel dive
4. 25m (30yd) underwater snorkel swim
5. 800m (880yd) surface snorkel swim in 15 minutes or less

Session 2: Rescue Skills - Pool

1. Entanglement
2. Cramp
3. Asthma management
4. Tired swimmer tows (10 metres)
5. Panicking swimmer
6. Recover an unconscious diver from 3m (10ft)
7. Unconscious swimmer surface tow & egress

Session 3: Teaching Skills - Pool

1. Teaching skills
2. Group control
3. Scenarios

Note: Refer to the AUIS Snorkel Diver Teaching Guidelines for the teaching details of each skill.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

Ocean Sessions

The AUSI Snorkel Guide course consists of two ocean sessions. These sessions should be conducted in sheltered or open water in accordance with the Ocean Dive Leadership section of the **AUSI Instructor Course Notes**.

The topics covered are listed below:

Session 1: Snorkel Skills - Ocean

1. Remove mask, breathe for a minimum of 30 seconds then replace mask
2. Flood and clear mask underwater in one breath
3. Clear snorkel using two methods
4. Remove and replace fins on surface
5. Swim horizontally underwater on one breath a distance of 15m (17yds)
6. Demonstrate correct buoyancy on surface with BC deflated
7. On surface remove and replace weight belt
8. Snorkel dive to at least three metres (10ft) and retrieve an object (see note)
9. Swim 200m (220yds) on snorkel while demonstrating full submergence and snorkel clearing techniques
10. Demonstrate cramp removal
11. Demonstrate two tired swimmer tows over a distance of 25 m (30yds).
12. Recover an unconscious diver from 3m (10ft)

Note: The level of certification is determined by the candidate's snorkel diving ability:
Level I – at least 3m (10ft), **Level II** – at least 6m (20ft) and **Level III** – 9m (30ft).

Session 2: Dive Leadership - Ocean

1. Plan and organise a snorkel excursion including equipment requirements
2. Conduct a dive brief
3. Lead a snorkel dive
4. Complete post dive procedures

Internship (AUSI Snorkel Guides only)

The purpose of the trainee internship is to provide the candidate with a detailed overview of the running and management of a snorkel diving business in actual operation.
During the internship, supervising instructors are to ensure that the candidate attends all sessions and is given meaningful explanations.
The candidate must:

1. Satisfactorily complete three days assisting a snorkel dive operation where areas of involvement should include:
   a. Vessel operations & organisation,
   b. Dive site selection & location,
   c. Manifest management,
   d. Gear stowage,
   e. Dive briefing,
   f. Lookout duties, and
   g. Diver entry & egress, and
2. Satisfactorily complete four dive leadership exercises on at least three different dive sites for a minimum of 12 snorkellers.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

COURSE ASSESSMENT GUIDELINES

AUSI SNORKEL GUIDE

Assessment for the AUSI Snorkel Guide award is based on satisfactory participation in all aspects of the course, satisfactory assessments and completion of a professional internship.

The following areas must be completed in order to achieve a successful outcome and certification:

1. Theory Knowledge,
2. Practical Skills,
3. Fitness Tests,
4. Dive Leadership, and
5. Ocean Skills.

All assessment records must be kept in the candidate's course file and all final results summarised on the *AUSI Snorkel Guide Training Record*.

Theory Knowledge

1. The candidate must attend each Instructor Development sessions,
2. Pass the AUSI Snorkel Guide Theory Test, minimum mark 80%, and
3. Complete the **AUSI Snorkel Guide Workbook.**

Practical Skills

1. The candidate must attend all practical sessions, and
2. Be actively involved to the satisfaction of the AUSI Snorkel Instructor conducting the course

Fitness Tests

During the course the candidate must:

1. Swim, without the use of aids, 200 metres (220yds) in no more than five minutes then immediately stay afloat for no less than 10 minutes
2. Snorkel dive and retrieve an object from a depth of no less than three metres (10ft) and no deeper than 12 metres (40ft)
3. Swim underwater a distance of 25 metres (30yds) on one breath.
4. Surface snorkel swim 800m (880yds) in no less than 15 minutes (AUSI Snorkel Guide candidates only)

NOTE: These tests can be done in a suitable swimming pool.

Ocean Skills

During the course the candidate must:

1. Satisfactorily complete all skills as listed on page 7, and
2. Complete a "Certification Snorkel Dive".

Dive Leadership

During the course the candidate must:

1. Participate in at least one complete dive leadership exercise and be directly assessed in at least one of the key elements as listed on page 7.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

AUSI SNORKEL SWIMMING INSTRUCTOR

Assessment for the AUSI Snorkel Swimming Instructor award is based on satisfactory participation in all aspects of day one of the course.

The following areas must be completed in order to achieve a successful outcome and certification:

1. Theory Knowledge,
2. Practical Skills, and
3. Fitness Tests.

All assessment records must be kept in the candidate's course file and all final results summarised on the *AUSI Snorkel Guide Training Record*.

Theory Knowledge

1. The candidate must attend each Instructor Development sessions,
2. Pass the AUSI Snorkel Guide Theory Test, minimum mark 80%, and
3. Complete the **AUSI Snorkel Guide Workbook.**

Practical Skills

1. The candidate must attend all practical sessions, and
2. Be actively involved to the satisfaction of the AUSI Snorkel Instructor conducting the course

Fitness Tests

During the course the candidate must:

1. Swim, without the use of aids, 200 metres (220yds) in no more than five minutes then immediately stay afloat for no less than 10 minutes
2. Snorkel dive and retrieve an object from a depth of no less than three metres (10ft) and no deeper than 12 metres (40ft)
3. Swim underwater a distance of 25 metres (30yds) on one breath.

Note: These tests can be done in a suitable swimming pool.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

DETERMINING RESULTS

AUSI Snorkel Guide

The AUSI Snorkel Diving Instructor conducting the course is to review the candidates *AUSI Snorkel Guide Training Record* to determine an overall result based on the following criteria:

Pass
A pass is awarded when the candidate participated satisfactorily in each session on both days of the course, passed the fitness tests, completed the certification snorkel dive and the professional internship.

Note: AUSI Snorkel Swimming Instructor candidates are awarded a pass when the candidate participated satisfactorily in each of the Day One sessions and passed the fitness tests.

Provisional
Provisional status can only be awarded to a candidate who has attended every session but failed to complete the Fitness Tests.

The candidate shall be given a minimum of one week and a maximum of one month to complete a full retest of the fitness tests.

Fail
A candidate who does not attend every session is deemed to fail the course.

REGISTRATION PROCEDURES

At the conclusion of the course or when all certification requirements have been met, the AUSI Snorkel Diver Instructor who conducted the course is to forward the following to AUSI Head Office:

1. Completed *AUSI Snorkel Guide Training Record,* and

2. Completed **AUSI Snorkel Guide Workbook**,

AUSI Head Office will forward certification card and wall certificate to the candidate. These can be ordered prior to the course but can only be presented when the above items are satisfactorily completed.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969

AUSI SNORKEL GUIDE

COURSE MATERIALS

AUSI PROFESSIONAL TRAINING PROGRAM APPLICATION FORM

AUSI PROFESSIONAL TRAINING APPLICATION FORM

AUSI MEDICAL HISTORY FORM

AUSI SNORKEL GUIDE TRAINING RECORD

AUSI SNORKEL GUIDE THEORY TEST

AUSI SNORKEL GUIDE THEORY TEST – Answer Sheet

AUSI SNORKEL GUIDE THEORY TEST – Answer Template

AUSI SNORKEL GUIDE CUE CARD

Please photocopy the forms for use as necessary from this section of your AUSI Instructor Manual.
OR
Registered instructors can download an AUSI Snorkel Guide Trainer Pack from www.ausi.com.au.

Copyright © 2009 AUSI Pty Ltd ACN 062 887 969