



Surf Life Saving Australia – Circular



August 2008



Silver Medallion – Basic Beach Management & Certificate III in Public Safety (Aquatic Search & Rescue)

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Summary

The purpose of this circular is to update the organisation on the status of the newly developed 'Beach Management' related awards specifically in relation to resources, award summary, and implementation plans.

Action

SLSA recommends that all members who are involved in the administration of the Education and Lifesaving sections of a surf club read this circular in detail and investigate implementation plans accordingly.

From

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Overview

The new 'Beach Management' program is aimed at Patrol Captains and Lifeguards, or what is termed "Beach Managers".

The 'Beach Management' program consists of 2 identifiable pathways and related qualifications:

1. Silver Medallion – Basic Beach Management [SM-BBM]
 - a. Module 1 of the Certificate III in Public Safety (Aquatic Search & Rescue)
 - b. Replaces the existing Silver Medallion - Patrol Captain [SMPC] as of 1st January 2008 as stated in SLSA Circular 23-07/08.
 - c. The existing SM-PC will not be conducted after 1st January 2008.
2. Certificate III in Public Safety (Aquatic Search & Rescue) PUA31304
 - a. Consists of 4 Modules outlined below
 - b. Will be introduced from September 2008



Each SLS State Centre has responsibility for developing their own implementation plan.

Please also refer to the “Big Picture” section at the end of this guide for more information.

What is it?

The new Beach Management Program has been developed by Surf Life Saving Australia, in conjunction with State/Territory centres, to provide the opportunity for Patrol Captains/Lifeguards, Club Captains and other members to enhance their knowledge, understanding, and skill of beach management operations. It also provides the opportunity for active experienced members to gain recognition for their skills and experience.

In particular, the ‘Beach Management’ Program is a key component within a qualification pathway that members can choose to undertake over and above the Certificate II in Public Safety (Aquatic Rescue).

Members that successfully complete all of the five modules within the full ‘Beach Management’ Program will receive a Certificate III in Public Safety (Aquatic Search & Rescue). This qualification is recognised across a number of sectors within the emergency services industry and will provide enhanced employment opportunities for members.

Alternatively, members may wish to participate in Modules individually to increase knowledge and skill in specific areas they are interested in. For example, members who hold such positions as Club Communications Officer may wish to participate in Module 4 – Community Relations.

A summary of the Modules are outlined below:

Module 1 – Silver Medallion - Basic Beach Management

The aim of this module is to prepare participants for initial work as a Lifeguard, Team Leader/Patrol Captain, Duty Officer and similar roles, and is the first step in undertaking the ‘Beach Management’ Program.

Completion of this module is the entry point before participants continue with the remaining modules of the ‘Beach Management’ Program.

This module is similar to, and has replaced, the previous Silver Medallion – Patrol Captains course as of the 1st January 2008, with members receiving the SLSA award Silver Medallion – Basic Beach Management which includes a certificate and a silver medallion.

The National Board of Lifesaving (July 08) have recently reviewed the implementation of this award and have made the statement of That by the 31st December 2008 every patrol will comprise of one person who has completed their Silver Medallion – Basic Beach Management (or equivalent Patrol Captain award).



Module 2 – Beach Team Management

The aim of this module is to help participants develop specialised skills and knowledge to enable them to use their communication and interpersonal skills to operate in a team environment as an individual and/or as a member of a team. This requires participants to be able to use available resources and to manage the flow of information.

Participants will also develop knowledge and skills to enable them to demonstrate competence in the national Public Safety Units of Competency:

- PUACOM003B — Manage information
- PUATEA002B — Work autonomously
- PUAMAN002B — Administer work group resources

Module 3 – Beach Safety and Risk Management

The aim of this module is to help participants develop specialised skills and knowledge to enable them to maintain their own safety and the safety of team members and others in operational activities and, to identify, manage and report risks and hazards in line with organizational policies. This requires participants to be able to use available resources and to manage the flow of information.

Participants will also develop knowledge and skills to enable them to demonstrate competence in the national Public Safety Units of Competency:

- PUAEMR007B – Conduct risk assessment
- PUAEMR006B – Treat risk at an operational level
- PUAOHS002B – Maintain safety at an incident scene

Module 4 – Community Relations

The aim of this module is to help participants develop specialised communication and liaison skills and knowledge to foster a positive image of themselves and our organisation in our community.

Participants will also develop knowledge and skills to enable them to demonstrate competence in the national Public Safety Units of Competency:

- PUACOM005B — Foster a positive organizational image
- PUACOM007B — Liaise with other organisations

Module 5 – Beach Operations Management

The aim of this module is to help participants develop skills and knowledge in leading a team responding to a range of incidents or operations, including search and rescue operations.

Participants will also develop knowledge and skills to enable them to demonstrate competence in the national Public Safety Units of Competency:

- PUAOPE001B — Supervise response
- PUAOPE004B — Conduct briefings and debriefings
- PUASAR011B — Search as a member of an aquatic rescue team



Silver Medallion - Basic Beach Management (Module 1 – Silver Medallion - Basic Beach Management (SM-BBM) within the overall 'Beach Management' Program)

Overview

As referred to above, this module replaces the Silver Medallion - Patrol Captain Award (SM-PC) and the content is very similar to this course. The module contains an overview of content from each of the other four modules.

Pre-requisites

- Minimum Age of 17 on the date of assessment
- Have held an SLSA Bronze Medallion (not necessarily current)*
- Be proficient in at least one(1) SLSA award from the following list:
 - Surf Rescue Certificate OR
 - Bronze Medallion OR
 - Radio Operator Certificate OR
 - Basic Emergency Care OR
 - Resuscitation Certificate OR
 - Silver Medallion-Radio Controller OR
 - Advanced Resuscitation Certificate OR
 - Senior First Aid OR
 - Defibrillation Certificate OR
 - Spinal Management OR
 - Any award above those listed.

Credit Transfer

A direct credit transfer from SM-PC to SM-BBM has been automatically conducted in Surfguard for those who:

- Have received a SM-PC after 1 July 2005 **OR**
- Have a SM-PC and have been a Patrol Captain (in Surfguard) since 1 July 2005 **OR**
- Have a SM-PC and are a current SM-PC Facilitator.

This means that those who meet the above criteria in Surfguard will automatically be issued with Silver Medallion - Basic Beach Management in their Surfguard award profile. There is no requirement for States to issue this award in a printed certificate/medallion.

Anyone who does not qualify for credit transfer has the option of either doing the new SM-BBM course or alternatively, your State/Territory Centre may chose to offer a Bridging Course.

However, please note that there is no requirement for existing *Silver Medallion – Patrol Captains* to gain the new *Silver Medallion – Basic Beach Management* award unless you wish to obtain the Certificate III in Public Safety (Aquatic Search & Rescue).



Issuing of awards

Participants who have successfully completed the Silver Medallion - Basic Beach Management (SM-BBM) will receive a certificate and Silver Medallion as issued by their respective state centre.

Who can facilitate Silver Medallion - Basic Beach Management (Module 1)

Current Facilitator's SM-PC can facilitate the SM-BBM Course with their respective State Endorsement. Holders of a current Facilitator – SM-PC Award should be automatically issued with the Facilitator - Silver Medallion - Basic Beach Management Award in their Surfguard award profile. There is no requirement for States to issue this award in a printed certificate.

A Surfguard Advisory including information around the processing of the new SM-BBM Award and Facilitator SM-BBM Award was issued in the week ending 14th December 2007.

State Centres are also encouraged to provide briefing sessions for Facilitators on the contents and structure of this new Award. As a minimum, a copy of the learner's guide and the associated lesson plan should be issued to each individual Facilitator.

If you wish to become a Facilitator in Silver Medallion – Basic Beach Management, please check the SLSA website for specific requirements and pre-requisites.

Please note: A Facilitator – Silver Medallion – Basic Beach Management will **NOT** be able to deliver Modules 2 to 5 of the Certificate III in Public Safety (Aquatic Search & Rescue) unless they meet the guidelines as stated below.

Certificate III in Public Safety (Aquatic Search & Rescue) PUA31304

Overview

It is anticipated that Patrol Captains and Lifeguards have the opportunity to progress from the SM-BBM to the Certificate III to assist them in expanding their knowledge and skills, from the SM-BBM, to assist them with managing their beach efficiently and effectively.

The courses targets participants from across the community, many of whom have a wide range of skills and abilities prior to commencement. It is anticipated that persons that successfully complete the Beach Management program, will subsequently take on leadership roles within their Surf Life Saving Clubs.

Pre-requisites

- Minimum Age of 18 on the date of assessment
- Certificate II in Public Safety (Aquatic Rescue) PUA21004
- Silver Medallion - Basic Beach Management

Co-requisites

It is asked of participants that they complete their Senior First Aid certificate, consisting of the Public Safety Training package units of competency listed below before final assessment of the 5th Module:

- PUAEME001B – Provide Emergency Care
- PUAEME002C – Manage injuries at emergency incident



Recognition/RPL/RCC

A recognition/RPL/RCC form is included within the generic 'Beach Management' Resources on Disk 1 of the Facilitator's CD Kit. This RPL form can be used when seeking RPL for Module 2 to 5 within the 'Beach Management' Program.

Sources of evidence may include; attendance at Patrol Captain Conferences and/or State/National Lifesaving Conferences, records of co-ordination of patrols, participation in beach emergencies.

Issuing of awards

When a participant successfully completes all of the 5 modules of the 'Beach Management' Program, with the associated pre-requisites met, they will receive a Certificate III in Public Safety (Aquatic Search and Rescue) PUA31304

Please Note:

- if a member intends to complete all of the five modules within the full 'Beach Management' Program, it has been designed so that each module should be undertaken in sequential order i.e. module 1 precedes module 2 which in turn, precedes module 3 etc
- if a member chooses to only complete modules relative to their role in Lifesaving then the related modules can be accessed in a random order

Who can facilitate Certificate III in Public Safety (Aquatic Search & Rescue)?

Surf Life Saving Australia will be rolling out an implementation plan for the delivery of this qualification throughout 2008 in cooperation with all State/Territory centres.

Because of the status of the new award it is intended that the related training would only be conducted by a State Centre and/or a Branch.

Facilitators of Certificate III in Public Safety (Aquatic Search & Rescue) will hold the award Facilitator – Beach Management (F-BM).

To obtain the F-BM award, you must meet all of the following criteria:

- Minimum Age of 18 on the date of assessment
- BSZ404 – Train Small Groups OR TAADEL301 – Provide training through instruction and demonstration of work skills
- (BSZ401 – Plan Assessment, BSZ402 – Conduct Assessment, and BSZ403 – Review Assessment) OR (TAAASS401 – Plan and Organise Assessment, TAAASS402 – Assess Competence, and TAASS404 – Participate in Assessment Validation)
- Hold the Certificate III in Public Safety (Aquatic Search & Rescue) OR equivalent
- Been inducted into the SLSA resources
- Endorsed by respective State Centre

Other people may be called upon to assist in delivering specific modules, and/or content of modules, of the 'Beach Management' Program, however the delivery must meet AQTF 2007 guidelines. Please refer to your respective state centre to confirm these guidelines.



Other Pathways

Overview

Members may wish to only participate in a single Module of the 'Beach Management' Program from Module 2 to 5 that specifically relates to their role within the Club i.e. Club Communications Officer may wish to only complete Module 4 – Community Relations.

Pre-requisites for completing individual Modules 2 - 5

- Minimum Age of 18 on the date of assessment
- The relevant pre-requisite(s)/co-requisite(s) for the units of competency associated with each module summarised as follows:
 - Module 2
 - Pre-requisite of PUATEA001B – Work in a team
 - Module 5
 - Pre-requisite of PUACOM001C – Communicate in the workplace
 - Co-requisite of PUATEA001B – Work in a team
 - You may meet the above requirements for Module 2 & 5 by holding the units of competency **OR** have completed the **Certificate II in Public Safety (Aquatic Rescue)**

Recognition/RPL/RCC

A recognition/RPL/RCC form is included within the generic 'Beach Management' Resources on Disk 1 of the Facilitator's CD Kit. This RPL form can be used when seeking RPL for Modules 2 to 5 within the 'Beach Management' Program.

Sources of evidence may include; attendance at Patrol Captain Conferences and/or State/National Lifesaving Conferences, records of co-ordination of patrols, participation in beach emergencies.

Issuing of awards

When a participant successfully completes a Module, they will receive an SLSA award named specifically for that particular module and a Statement of Attainment of the relevant Units of Competency.



Other information

'Beach Management' Resources

The following resources are available in the 'Beach Management' Facilitators kit: SLSA has been provided these (CD based) kits, at no cost, to all State Centres.

Disk 1 includes

- Artwork to enable State Centres to print Covers for Learners' Manuals and/or support resources.
- Generic Resources to support delivery of all of the 5 'Beach Management' Modules. *Specifically;*
 1. Progress Log
 2. Assessment Plan
 3. Recognition Kit
 4. Supervisors Guide to Progress Log
- Training resources for each of the five modules including; lesson plans, power points, scenario evaluations, assessment questions, related answers etc

Disk 2 includes

- Learners' Manuals for each of the five 'Beach Management' Modules (these are provided in two formats, off-set format is for external printers), i.e.
 - Module 1 – Silver Medallion - Basic Beach Management
 - Module 2 – Beach Team Management
 - Module 3 – Beach Safety and Risk Management
 - Module 4 – Community Relations
 - Module 5 – Beach Operations Management

Copies of the Facilitator Kit can be sourced from SLSA.

Printing Instructions - Beach Management Learner Manuals:

If you have the permission from the State/Territory centre to produce documents from the course materials, it is strongly recommended that the resources be printed according to the following standards.

Digitally Printed in Black one side on 80gsm White bond
with Colour Front & Back Page with Clear Acetate & Wire Bound.

Content Pages	A4 Black & White Pages (80gsm White Bond)
Covers	A4 Front & Back Covers Colour (250gsm Gloss Art)

Wire Bound with Black Wire - Including Clear Acetate Front & Back.

Members who successfully complete the SM-BBM will be issued with the related Award and Medallion

Members who successfully complete the 'Beach Management' Program will receive the Certificate III as referred to above.



Course Management

Time Frames

The nominal duration is:

- Beach Management 100 hours (64 hours face to face)

Nominal duration includes pre-course activities, face-to-face workshops and post-course assessment activities as described in the individual course syllabus.

Assessment

Units within each module are integrated for delivery and assessment.

The face-to-face component involves interactive, practical training and formative assessment, delivered by suitably qualified and experienced assessors. A more detailed explanation can be found in the individual Assessment Plans and Guides for each Module.

Beach Management	Method of Gathering Evidence	Timeline
Module 1 – Silver Medallion - Basic Beach Management	Introductory module-not assessed	
Module 2 - Beach Team Management PUACOM003B - Manage information PUATEA002B – Work Autonomously PUAMAN002B – Administer Work Group Resources	Scenario Questioning Progress log	On completion of module Ongoing
Module 3 - Beach Safety and Risk Management PUAOHS002B – Maintain safety at an incident scene PUAEMR006B – Treat Risk at an operational level PUAEMR007B – Conduct Risk Assessment	Progress log Project Scenarios Questioning	Ongoing On completion of module
Module 4 - Community Relations PUACOM005B – Foster a positive organizational image PUACOM007B – Liaise with other organisations	Project Questioning	During and on completion of module
Module 5 - Beach Operations Management PUAOPE001B – Supervise Response PUAOPE004B – Conduct Briefing and Debriefings PUASAR011B – Search as a member of an Aquatic Rescue Team	Progress log Scenario Questioning	Ongoing During and on completion of module

Formative assessment of the units of competency takes place during the workshops in various forms including observation of practical activities, written practical activities and discussion of principles and concepts. Formative assessment is used to ensure training activities and pace meets the needs of participants.

Summative assessment is completed at the end of modules and/or following post-course assessment activities as described in the Assessment Plan and Supervisor's Guide. Summative assessment incorporates evidence collected and recorded during the workshops from formal questioning, scenarios and practical activities, plus evidence collected and recorded post-course. The main summative assessment activities are:



- Question and answer, Projects, Scenarios and a Progress Log

Standard assessment checklists and questions with suggested answers are used by all assessors to ensure consistency in assessment decision-making.

The final assessment decision is made using the total evidence gathered during and following the workshops.

Key Dates

- The SM-PC will not be conducted after 1 January 2008. The SM-BBM will replace this award following this date.
- Roll out of the 'Beach Management' Program (including the Certificate III in Public Safety (Aquatic Search & Rescue) to the State Centres will occur during 2008/2009 season (please check with your respective state centre to confirm State/Territory specific information)

Frequently Asked Questions

Can a module be done individually?

Each of the 5 Modules within the Beach Management Program can be undertaken individually and over a period of time.

Do the Modules need to be done in sequence ?

The Beach Management Program has been specifically designed so that each module is undertaken in sequence, i.e. module 2 precedes module 3 and so on. *This is the appropriate pathway for person who intends to complete the **full** Beach Management Program and achieve a Certificate III in Public Safety.* However if are able to participate in 1 module with no specific sequence if you do not wish to obtain the whole qualification.

Entry into Surfguard of each module

Surfguard will provide a number of options in relation to entering details of the new Beach Management Program. Specifically, as the Award is constructed around a combination of modules, the option will exist to select each module individually when entering details/results.