

# National Pool Lifeguard Qualification

## Enrolment Form



Candidate Details			
Title:	Name:		
Date of Birth:	Telephone:		
Email:			
Emergency Contact Details			
Name:	Telephone:		
<b>Before starting this course, if you aren't already a member of the RLSS UK, you need to set up a RLSS UK account, go to <a href="https://rlssuk.tahdah.me/account/registernew">rlssuk.tahdah.me/account/registernew</a> select 'No' and follow the instructions. For further support you can use the guide <a href="#">here</a>.</b>			
Society Number	3		
Gender (please tick one)	Male: <input type="checkbox"/>	Female: <input type="checkbox"/>	Gender Neutral: <input type="checkbox"/> Prefer not to say: <input type="checkbox"/>

### HOW RLSS UK USE YOUR DATA

By completing this form, you agree to RLSS UK and its limited company RLSS UK Enterprises Limited processing and storing your personal data for the purpose of fulfilling our contract to provide you with your award or qualification. We promise your personal data will only be used by RLSS UK, RLSS UK Shop and RLSS UK Qualifications UK Limited. We will keep your data safe and will never share it with other organisations without your permission. For full details of how we process and store your data please refer to our Privacy Policy that can be found at <https://www.rlss.org.uk/privacy-policy>.

### HOW WE USE YOUR DATA

St Mary's (Calne Services) Ltd is registered with the information Commissioners Office (ICO) under the provisions of the Data Protection Act 2018. The Sports Club takes its responsibilities under the Act very seriously. The information provided by you is collected purely for the purposes of providing you with a Lifeguard Course at St Mary's Calne Sports Club.

We need to collect this information in order to maintain an accurate record of your name, date of birth, contact details, eligibility for any discounts as well as details of any transactions and bookings relating to your course. Questions on Health and Emergency contact are optional and are for the safeguarding purposes whilst in our care. Please ensure you read the Terms and Conditions regarding your course carefully.

Completion of this form/ sharing your information with us constitutes explicit consent from you for us to process your data for this purpose. Details of all financial transactions made must be recorded accurately for compliance with HM Revenue and Customs regulations on financial accounting. You may withdraw this consent at any time by writing to Julie Plumb, Sports Admin and Finance Manager at St Mary's Calne Sports Club, Calne, Wiltshire SN11 0DF or by email to [sportsclub@stmaryscalne.org](mailto:sportsclub@stmaryscalne.org).

In addition, you have the right to see what information is held about you, to have inaccurate information corrected, to have information removed from our system unless we are required by law or a statutory purpose to keep it and the right to complain to the Data Protection Officer if you feel that your data has not been handled in accordance with the law. If you have any questions or feedback, please contact Lee Chalk at: ST MARY'S SCHOOL (CALNE) SERVICES LIMITED, Curzon Street, Calne, Wiltshire, SN11 0DF, tel: +44 1249 857335. You also have the right to complain to the regulator or to lodge an appeal if you are not happy with the outcome of a complaint. In the UK, this is the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Your name, contact details, eligibility, transactions, bookings and any safeguarding information are recorded electronically on our system to support up to date records and all paper application forms securely destroyed. This information will be kept for a maximum of 7 years or until such time as the data is reviewed by us or removed at your request. A full summary of our privacy policy and privacy notice can be found on <http://www.smcsports.co.uk/index.php/home/privacy-policy>

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### REFUND POLICY

Full refunds (excluding deposit) will only be issued with more than 28 days written notice prior to the course start date. Cancellations with 14 to 28 days' notice will receive a 50% refund and no refunds will be due for cancellations with less than 14 days' notice prior to the course start date (except in exceptional circumstances). The £60.00 minimum deposit is non-refundable. Please be aware that the NPLQ course is a very intense weeklong course, the trainer will have to deem each candidate competent in order for them to be put forward for assessment. If the candidate is not deemed competent at the end of the course, further training will be needed, followed by a future assessment.

Course Prerequisites – All candidates must meet the following criteria before starting the course (please tick)		<input checked="" type="checkbox"/>	
Be 16+ years of age on the date of assessment		<input type="checkbox"/>	
Jump / dive into deep water		<input type="checkbox"/>	
Swim 50 metres in no more than 60 seconds		<input type="checkbox"/>	
Swim 100 metres continuously on front and 100m continuously on back		<input type="checkbox"/>	
In deep water, tread water for 30 seconds		<input type="checkbox"/>	
Surface dive to the floor of the pool		<input type="checkbox"/>	
Climb out of the pool unaided without using a ladder / steps where the pool design permits		<input type="checkbox"/>	
Specialist Learning Requirements		Yes	No
Do you have any specialist learning requirements?		<input type="checkbox"/>	<input type="checkbox"/>
Do you have a disability / medical condition? *Please note, a good level of vision and hearing is needed for this course		<input type="checkbox"/>	<input type="checkbox"/>
<b>If you have answered yes to either of the above, please provide further details below on how we can assist with your learning:</b>			

### Declaration

I declare that all of the information I have provided on this enrolment form is true and accurate. I understand that if I have failed to declare any specialist learning requirements at this stage, this may impact my ability to successfully pass the assessment and gain the qualification.

Candidate Signature:		Date:	
Parent/Guardian Signature (if under 18):		Date:	

### Course Information – to be retained by the candidate

#### Course Overview:

The internationally recognised Royal Lifesaving Society (RLSS UK) National Pool Lifeguard Qualification (NPLQ) is not only a qualification that will train you to become a Pool Lifeguard but can also be a stepping stone into a career within the leisure industry. In order to perform lifeguard duties, candidates must be physically fit, have good vision and hearing, be mentally alert and self-disciplined. The course requires a minimum of 36 hours training and requires **100% attendance**. The course will be delivered using a variety of methods including:

- PowerPoint Presentations
- Flip Chart Exercises
- Guided Group Discussions and Activities
- Practical Demonstrations and Training

The NPLQ certificate is valid for 2 years from the date of successful completion of the course.

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## Topics Covered:

The NPLQ, AED and PXB endorsement covers all elements of Pool Rescue Techniques, Lifeguard Theory, First Aid and CPR. The course is physically demanding and will include swimming to set times, lifting casualties and diving to the deepest part of the pool. Approved prior learning can be applied upon proof of certification, please ask your trainer for further details. For full details on the courses content and to view RLSS UK policies, please visit: <https://www.rlss.org.uk/policies>

## Integrated Qualifications:

Taking the NPLQ course at St Mary's will qualify you in the following;

IQL Level 2 Award in Pool Lifeguarding, Intervention, Supervision and Rescue (NPLQ) (36 hours)

IQL Level 2 Award in Automated external Defibrillator (AED) (1.5 hours)

Pool extraction Board Endorsement (PXB)

## Equipment Required:

You are required to bring the following items to the course:

- Photographic Identification (must be shown to the trainer on the first day of the course)
- A whistle
- Swimming costume
- Towel
- Shorts and t-shirt to be worn in the water
- Pen / pencil

Some of the days may include water work on more than one occasion and candidates may prefer to bring two sets of towels, shorts and t-shirts.

## Course Assessment:

The NPLQ course syllabus and practical skills are continually assessed by the course trainer and a suitable level competence must be achieved to be put forward for a final independent assessment. The assessment will include written theory questions and practical demonstrations of water rescue skills, CPR and First Aid.

If you have any questions prior to the start of the course, please feel free to contact your course trainer using the details below.

Name:		Telephone:		Email:	
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Additional Information