



LIFESAVING SOCIETY®

The Lifeguarding Experts

PROGRAM GUIDE



**Newfoundland and Labrador Branch
2010**

Program Guide 2010

Published by the Lifesaving Society

11 Austin Street

PO Box 8065, Station 'A'

St. John's, NL

Canada

A1B 3M9

Telephone: 709-576-1953

Fax: 709-738-1475

Email: lifeguard@nl.rogers.com

Website: www.lifesavingnl.ca

First printing: August 2004

Second edition: July 2005

Third edition: July 2006

Fourth edition: March 2007

Fifth edition: March 2010

Copyright, 2007 by the Royal Lifesaving Society Canada

Reproduction by any means of materials contained in this book is prohibited unless authorized by the publisher. Inquiries can be directed to the Lifesaving Society Newfoundland and Labrador Branch.

The Lifesaving Society is Canada's Lifeguarding Experts. The Society is a national charitable organization working to prevent drowning and water-related injuries through lifeguard and lifesaving training, safety management standards and services and Water Smart® public education. The Society represents Canada internationally as an active member of the Royal Life Saving Society and the International Life Saving Federation.

Newfoundland and Labrador Branch registered charity number:

13237 8134 RT 0001. All donations are gratefully received. A charitable receipt for income tax purposes is issued for donations over ten dollars.

Dear Affiliates,

It is the Lifesaving Society's pleasure to provide you with our updated Member Services & Policy Guide CD. The purpose of the CD is to inform you of the Lifesaving Society: our mission, background, training programs and other information you may find useful. The Table of Contents shows the major sections into which the binder is divided. These headers reflect the Branch Service areas and help you navigate through the CD. On the same note, under the Appendix section are all test sheets and rosters. These test sheets are all available on the Society's website for easy download when teaching and examining courses. www.lifesavingnl.ca .

Please ensure you print the Program Guide and keep the CD in a secure location which remains within your facility, as replacement CDs will need to be re-ordered for a fee.

We will periodically be sending out updates so please promptly file the updated material in the correct location with your Program Guide and CD for the benefit of yourself and your staff. Your Program Guide binder is a great place to keep your copy of WAVES and other information packages we send to you.

The Lifesaving Society trusts that this updated CD will be of assistance to you, and we hope it will add to the efficiency of your facility. It is our goal to support affiliates who deliver our training programs and services, and we hope the Member Services CD and Program Guide will aid in this process.

TABLE OF CONTENTS

THE LIVESAVING SOCIETY	8
Training Programs	
Public Education and Research	
Aquatic Safety Management	
Lifesaving Sports	
With a World of Experience	
VISION, MISSION, VALUES & STRATEGIC DIRECTION	9
GOVERNANCE OF THE LIVESAVING SOCIETY	10
Role of Board of Directors	
Levels of Authority	
CHARITABLE STATUS	11
OVERVIEW OF THE SOCIETY IN CANADA	11
PAST AND PRESENT	12
William Henry - The Beginning	
MORE NEAT STUFF	12
A BREIF HISTORY	13
AFFILIATION STATUS	15
AFFILIATE CATEGORIES	15
ADMINISTRATIVE PROCEDURES	16
HOW TO ORDER SUPPLIES	16
TEST SHEETS	16
TRANSFERRING AWARDS	17
CHANGE IN NAME OR ADDRESS	17

NEWSLETTER	18
Material Required	
Copy Regulations	
Payment	
Space Reservation	
VISUAL IDENTITY	18
HONOURS AWARDS PROGRAMS	18
Service Awards	
Branch Awards	
National Awards	
Commonwealth Honour Awards	
Rescue Awards	19
Branch	
National	
The Commonwealth Rescue Awards	
AFFILIATE AWARDS	20
POINT VALUES	20
Lifesaving Awards	
Lifeguarding Awards	
Kean Award	
Osmond Award	
Royal Bank Water Smart™ Award	
QUICK REFERENCE GUIDE	22
Water Rescue Awards	
Speciality Awards	
QUICK REFERENCE GUIDE	24
JUNIOR LIFEGUARD CLUB	26
CANADIAN SWIM PATROL	27
BRONZE MEDAL AWARDS	28

LIFESAVING CPR INSTRUCTOR	29
LIFESAVING CPR (CARDIOPULMONARY RESUSCITATION)	30
LIFESAVING SKIN DIVING	31
DISTINCTION	32
DIPLOMA	33
AQUATIC EMERGENCY CARE	34
NATIONAL LIFEGUARD SERVICE AWARD	35
B.O.A.T. INSTRUCTOR	36
B.O.A.T TRAINING	37
BOAT RESCUE	38
NLS INSTRUCTOR/EXANIMER	39
DISTINCTION EXAMINER	40
AEC INSTRUCTOR/EXANIMER	41
DIPLOMA EXAMINER	42
INSTRUCTOR TRAINER COURSE	43
PROVINCIAL TRAINER	44
LIFESAVING INSTRUCTOR	45
SWIM FOR LIFE INSTRUCTOR	46
SWIM TO SURVIVE	47
L'IL TOTS	48

L'IL SWIMMER	49
SWIMMER	50
ADULT SWIMMER	51
LIFESAVING FIRST AID	52
JUNIOR LIFEGUARD CLUB	53
CREDIT LIST	54

The Lifesaving Society is a national volunteer organization. The Society is a registered charity composed of tens of thousands of individual members and over 2000 affiliated swimming pools, waterfronts and schools. The Society has been educating Canadian lifesavers since the first Bronze Medallion class in Canada in 1896

Training Programs

The society certifies 200,000 Canadians annually in lifesaving, lifeguarding and leadership training programs. The Junior Lifeguard club, the Canadian Swim Patrol program and the Bronze medal awards offer young people a challenging progression in lifesaving training.

Our National Lifeguard certification is the standard for professional lifeguards in Canada. Each year, we certify thousands of instructors who provide the leadership for our lifesaving and lifeguarding training programs.

Public Education and Research

Our annual drowning research enables us to focus Water Smart drowning prevention efforts on those people most at risk. We deliver Water Smart messages through the media, print and electronic communications, community action, special events, programs and promotions.

Aquatic Safety Management

The Lifesaving Society establishes aquatic safety standards and consults on aquatic safety issues. The Society clarifies regulations; establishes positions that set aquatic safety standards for regulators; serves as an expert in legal cases involving aquatic safety issues; and performs aquatic safety audits.

Lifesaving Sport

The Lifesaving Society is the official Canadian sport governing body for lifesaving and promotes competition as a training incentive. Junior Lifeguard Games are Serious Fun and motivate young lifesavers. Provincial and National championships showcase the professionalism of our Lifeguards. Canadian teams represent the country in International competitions.

With a World of Experience

Through continual monitoring of trends and innovations from lifesaving organizations around the world, the Lifesaving Society brings Canadians the best the world of lifesaving has to offer. The Lifesaving Society represents Canada in the International Life Saving Federation and the commonwealth-wide Royal Life Saving Society.

Vision, Mission, Values & Strategic Directions

Mission

The Lifesaving Society serves all Canadians by providing information and skills that promote safety in, on and around water. The Society is *the* Canadian authority in aquatic lifesaving education and lifeguarding. The Society is a leader and partner in the delivery of water safety education in Canada and around the world.

In striving to reach its vision, the Society:

- Maintains a strong foundation in research and collaborates with organizations
- Working to advance safety education;
- Demonstrates leadership and skills in strategic thinking and operational decision making through its Board of Directors;
- Ensures representation from all regions of Canada and facilitates the Society's work and resource development in all regions;
- Ensures each region of Canada is represented by strong Branches, which
- Provide diverse and flexible delivery methods for program and public education.

Vision

To prevent drowning and water-related incidents for all Canadians by providing:

- Lifesaving, lifeguarding and leadership education
- Public education

Values

- Humanitarian principles are the basis of our organization
- People are our most important resource
- Our organization is dynamic and action-oriented.
- Our organization is based on mutual respect, trust and integrity
- Our organization fosters innovation and creativity.

Strategic Directions

- Creating public awareness about our organization, our issues, our learning
- Messages and our products.
- Operating in an efficient and effective manner and becoming a more customer focused organization.
- Positioning the Lifesaving Society as Canada's authority on drowning and water related incident prevention.
- Identifying, communicating and modeling the Lifesaving Society's core values.

Governance of the Lifesaving Society

ROLE OF BOARD OF DIRECTORS

The activities of the Lifesaving Society in Newfoundland and Labrador are directed by a volunteer Board consisting of individuals who contribute their skills and expertise to the operations of the Society.

The Newfoundland and Labrador Board can consist of up to 15 directors, including the president, vice-president and treasurer. Each of the directors takes on a different portfolio according to his or her expertise and is responsible for ensuring that the objectives of his or her area of responsibility are met. The director acts as liaison between the volunteer or committee and the board and has the authority to make decisions on behalf of the board, within his or her jurisdiction. The board is responsible for decisions on policy, finance and strategic planning, while staff members implement policies and plans and assist with budgeting, financial and administrative management.

CHARITABLE STATUS

The Newfoundland and Labrador Branch is a registered charitable organization since January 1, 1995. The charitable number for the Society in this province is **13237 8134 RR 0001**. Registration as a charity enables the Society to offer tax receipts for goods or services donated to the Branch.

Overview of the Society in Canada

The Royal Lifesaving Society Canada is a national, volunteer, charitable organization dedicated to the prevention of drowning and aquatic accidents throughout Canada. Since the first Canadians earned their Bronze Medallion in 1896, the Society has provided lifesaving education, which encourages safety in aquatic activity and prepares rescuers to respond to aquatic emergencies.

The Society uses both Program Education and Public Education:

- To increase awareness of the responsibility that individuals assume for themselves and others when working or playing in, on or near the water.
- To provide education in response to current needs in water rescue, resuscitation, lifeguarding and aquatic risk management.
- To provide leadership training and development for lifesaving and lifeguarding programs and activities.

Program education: The Canadian Lifesaving Program offers a progression of different awards encompassing lifesaving and lifeguard training, resuscitation, emergency care, and fitness. In addition, the Society trains and certifies instructors and examiners who provide leadership for the awards of the Canadian Lifesaving Program.

Public education: The Society's public education initiatives have the overall mission of making all Canadians "Water Smart." Water Smart messages deliver personal lifesaving education to individuals involved in unsupervised activities in, on or near water. Water Smart messages are intended to modify unsafe behaviour near water, and to help Canadians avoid specific water-related hazards.

THE LIFESAVING SOCIETY PAST AND PRESENT

William Henry - The Beginning

Swimming was very popular in the United Kingdom and Europe during the 1880's. Many clubs were actively teaching swimming. Some swimmers made a good living as professional racers and by exhibiting their skills. However, very little attention was paid to the development or instruction of lifesaving with the result that drowning was a common form of death. William Henry was renowned English and European swimming champion throughout the 1880's and 1890's. He won the World Life Saving Championship in Paris in 1890.

Recognizing the need to develop and teach lifesaving, William Henry approached the Royal Humane Society to develop a lifesaving program. On January 3, 1891, a founding meeting of 60 people was held to create an organization to address this concern. A committee of 12 lead by William Henry and Archibald Sinclair was Appointed to create the rules for the "Swimmers Life Saving Society" The Society's name was later changed to the "Life Saving Society"

The first lecture sponsored by the new Life Saving Society was delivered on 25 May 1891 by the famous doctor Sir Andrew Clark, personal physician to the Prime Minister, William Gladstone

The techniques for resuscitation skills were adapted from the program of the Royal Human Society. The lifesaving skills and instruction methods had to be developed from scratch. A common teaching method of the 1890's was based on drills, many of which were demonstrated and practiced on land. William Wilson developed the first handbook of drills with Sir Andrew Clark and Dr. W. Collingridge.

William Henry died on March 20, 1928, after almost 40 years dedicated to the development of lifesaving.

More Neat Stuff

Stats: The LIFESAVING SOCIETY issues the most lifesaving awards out all of the RLSS member countries. Australia is second and the United Kingdom is third in award stats.

*1970 = 1275 drownings in Canada: 207 swimming incidents, 400+ boating
1994 = 622 drownings in Canada: 81 swimming incidents, 196 boating
50% decrease in Canadian drownings over the past 24 years.*

Synchro: The sport of synchronized swimming evolved out of the proficiency skills that were part of the lifesaving awards. Some of these skills are still part of the Diploma Award.

THE ROYAL LIFESAVING SOCIETY A BRIEF HISTORY

1891 The "Swimmers Life Saving Society" is formed in England by William Henry for the purpose of providing lifesaving training to reduce the number of drownings. Later changed to the "Life Saving Society".

1892 Bronze Medallion award is established. 30 lifesaving rescues are documented - 16 rescues by members of the Life Saving Society.

1893 HRH, the Duke of York, later King George the V became president of the Lifesaving Society. This began a close association with the Royal Family that continues to this day.

1894 A.L Cochrane is made Honorary Representative of the Society in Canada.

1896 First Bronze Medallion awards are issued in Canada.

1904 King Edward VII commands that the Society be recognized as the "Royal Life Saving Society".

1908 The first Branch in Canada, the Ontario Branch is formed. It is directly affiliated with the parent Society in England Award of Merit is established.

1909 Quebec Branch established.

1910 Saskatchewan and Manitoba Branches established.

1924 The Society receives its formal Royal Charter from King George V as "The Royal Life Saving Society". Alberta Branch established.

1943 The RLSSC requests that the Canadian Red Cross Society establish the Water Safety Service. The service is developed and established with the assistance of the RLSSC.

1945 Bronze Cross is established.

1946 The Canadian Council of Branches is created with power to issue awards in Canada and adapt the RLSSC program to Canadian needs.

1955 RLSS was reorganized into 5 independent self-governing branches Coordinated by the Commonwealth Council of National Branches, Australia, Canada, New Zealand, South Africa and the United Kingdom are the 5 branches.

1960 Rescue Breathing - RLSSC becomes the first National organization to teach the direct method (mouth to mouth) or artificial respiration.

Prince Edward Island and Nova Scotia Branches established.

1963 National Lifeguard Service is established. This is the beginning of an approach to lifeguard standards and training which establishes the RLSSC as the leading world lifeguarding expert. The Canadian Lifesaving Program is launched as the comprehensive national lifesaving program with consistent national content and standards.

1964 First edition of the Canadian Life Saving Manual is published. The five-year revisions cycle is implemented.

1965 Distinction award is created.

1966 Alberta Branch assumed responsibility for the Territories and became the Alberta and Territories Branch.

1969 New Brunswick and Newfoundland Branches established.

1973 British Columbia assumed responsibility for the Yukon Territory and became the British Columbia & Yukon Branch. Alberta and Territories changed name to Alberta & Northwest Territories Branch.

1986 Rescue 86 is hosted in Vancouver by the B.C. & Yukon Branch. This international symposium and lifeguard competition highlights RLSSC's leadership in the world lifesaving community. This event is the beginning of a biannual international symposium and lifesaving competition hosted throughout the Commonwealth. Rescue 96 hosted by Durban, South Africa.

1991 RLSSC Centennial Revision year. Last year that Award of Merit is offered. CPR skills become a standard component of the Canadian Lifesaving Program.

1995 The new visual identity for the LIFESAVING SOCIETY is introduced - . This trademark is introduced to help the public to recognize and remember the mission of the Royal Life Saving Society Canada.

1996 The centennial of the Bronze Medallion award in Canada.

1999 Canadian Swim Patrol and Bronze Star programs are launched. RLSS programs and awards are now delivered in over 50 countries throughout the world.

The LIFESAVING SOCIETY is a leading member of the International Life Saving Federation, an association of national lifesaving organizations from around the world.

AFFILIATION STATUS

Any individual, facility, club or organization is invited to become a member of the Lifesaving Society, Newfoundland and Labrador Branch. Affiliates of the Society play a vital part in lifesaving training by offering the services and programs of the Lifesaving Society to the public or to their members. Affiliates also support and provide direction to the Branch concerning community needs and program revisions.

AFFILIATE CATEGORIES

ANNUAL - is any facility that operates year round.

SEASONAL - is a facility, beachfront, or portable that operates on a seasonal basis.

ASSOCIATE AFFILIATE - are independent Instructors or Examiners that wish to offer Lifesaving Society programs.

INFORMATION AFFILIATE - individuals that wish to receive our Newsletter "Royal Link" twice a year as well as receive information of upcoming branch events.

Annual, Seasonal and Associate Affiliate members are entitled to:

offer the programs and services of the Lifesaving Society access all test sheets, evaluation forms and course registration forms at no charge order all printed program support materials related to the Canadian Lifesaving Program on approved credit send all test sheets to the Branch Office for processing, receive support from the Branch for training programs, Aquatic Safety management, education and leadership AND receive the Branch official communication 'WAVES' monthly, along with additional information on upcoming events and job opportunities internationally, nationally and provincially..

Information Affiliates are entitled to:

receive the Branch Communication 'WAVES' monthly, as well as additional information on upcoming events.

ADMINISTRATIVE PROCEDURES

Lifesaving Society
Newfoundland & Labrador Branch
11 Austin Street
PO Box 8065, Station A
St. John's, NF
Canada
A1B 3M9

Phone: 709-576-1953

Fax: 709-738-1475

E-mail: lifeguard@nl.rogers.com

Website: www.lifesavingnl.ca

Office hours are Monday through Friday 8:30am – 4:30pm. Voice mail is available after office hours.

HOW TO ORDER SUPPLIES

1. You can phone, mail, email or fax your order to the Branch office. Please be sure to allow sufficient time for delivery. Usually all orders are sent out the following working day.
2. Orders will be shipped by Expedited mail via Canada Post to the appropriate address unless otherwise indicated. Shipping charges will be included on your invoice.
3. Payment can be made at the time of ordering by cash, cheque, money order VISA or MasterCard or the office can invoice the affiliate. Credit card payments may be taken over the telephone or via email.
4. Materials will be accepted for refunds, provided they are in good condition and are returned within 10 days.
5. Statements are sent out once a month and payment is due within 30 days.

TEST SHEETS

1. Forward completed test sheets as soon after the exam date as possible to the Branch office for processing. Late test sheets often end up causing further problems for the candidates, the facility and the Office. If you use a PO#, this number should be on each test sheet.
2. Every candidate, whether they pass or fail, on examiner evaluated awards will be billed for the award fee.
3. Test sheets will be returned to the affiliate for the following reasons:

Examiner has not signed the test sheet

Affiliate is not clearly indicated on the test sheet

Affiliate is not affiliated with the Society

Examiner is not current or certified

Test Sheet is indecipherable

Date of exam is missing

4. A candidate's pre-requisites (if applicable) should be checked at the time of registration and the information should be indicated on the test sheet.

5. Address should be indicated on the back of the test sheet. The addresses are printed on the award cards and the most up to date information is desirable. Test sheets with no address or incorrect address will be processed, but if a candidate requests a replacement card due to incorrect spelling or missing addresses on the test sheet, **the affiliate will be billed for the replacement card(s).**

6. Photocopy all test sheets for your records before sending the original into the branch office for processing. The Branch will accept faxed or scanned email test sheets, provided the necessary signatures are in place.

7. Test sheets are usually processed and awards mailed back to the facility within two (2) weeks of receipt in the office. During July, August and September, the processing time will increase. If you have not received your awards after two months, please contact the office.

TRANSFERRING AWARDS

All of the awards of the Canadian Lifesaving Program and the Leadership program are national in scope. For this reason, it is a very simple matter to transfer awards from one provincial Branch of the Society to another. It is important to make sure that the Branch in your province of residence has copies of all of your awards on file before accepting a position as a lifeguard or instructor.

When transferring awards:

Contact the Branch where the awards are currently held, and submit a request to have them transferred to the new Branch; Contact the new Branch after a week or so to be certain that they have received the information and can verify your certifications.

CHANGE IN NAME OR ADDRESS

To ensure that our records are as complete as possible, please notify the Branch office whenever a change in name or address occurs. This will facilitate processing of new awards and re-certifications and ensure that you receive all mailings from the Branch.

NEWSLETTER

WAVES is a monthly newsletter for the Newfoundland and Labrador Branch. It is distributed to indoor and outdoor pools in Newfoundland and Labrador, Lifesaving Society provincial and national offices and Lifesaving Award Holders, Government and Health Care agencies in Newfoundland and Labrador. WAVES is designed to provide information on branch events, new programs or program changes, and any other pertinent information. We welcome any input and suggestion for articles that you would like to see in WAVES. Just mail or fax us your suggestions, articles or pictures.

VISUAL IDENTITY

The Lifesaving Society has firm guidelines developed to ensure that its visual identity is used correctly in print and on merchandise. It is therefore critical that it is recognized that the Society's visual identity system represents the LIFESAVING SOCIETY as a whole and should be protected as such. Any misuse or requested usage of the system from outside sources must be brought to the attention of the Branch for immediate response and follow-up. The most up-to-date version of the LIFESAVING SOCIETY visual identity is available on diskette in either colour or black and white and is included on the CD with this package.

HONOURS AWARDS PROGRAM

The Lifesaving Society honors and recognizes individual, affiliate, partner and associate members in many ways. In addition to the proficiency awards, which are earned by individual achieving advanced rescue skill levels, there are also Branch, National and Commonwealth service and rescue awards.

Service Awards

The Lifesaving Society annually recognizes leadership and dedicated service to the Society.

Branch Awards

The **President's List** recognizes the extraordinary service of examiners and Instructors who volunteer their time in support of the Society's training programs and drowning prevention.

The **Honorary Associate** membership recognizes an individual for deserving contributions to the success of the Branch.

The **Certificate of Appreciation** recognizes an organization, club or business that has made a significant contribution to the National Society through the Newfoundland and Labrador Branch.

Commonwealth Honour Awards

The **Certificate of Thanks** honors individuals for significant contributions to the aims of the Society.

The **Service Medal** acknowledges a minimum of four years of noteworthy service as a Branch Volunteer, Instructor or Examiner.

Recipients are eligible for a **Bar to Service Medal** after a further four years of outstanding service.

The **Service Cross** honors meritorious service to the Society over at least 12 years.

Recipients are eligible for a **Bar to Service Cross** at intervals of four years.

Rescue Awards

Drowning is the third leading cause of accidental death in Canada for people under 55 years of age. As Canada's lifeguarding experts, the Lifesaving Society is proud to honour individuals who with courage and resourcefulness, step forward in an aquatic emergency to come to the assistance of an individual in distress.

Letter of Commendation

A Letter of Commendation acknowledges a successful rescue made by a person who does not hold a Lifesaving Society proficiency award. It is not merely an expression of recognition for an heroic act, but also a means of introducing the individual to the programs of the Society.

M.G. Griffiths Certificate

The award is named in honour of M.G. Griffiths, who was a pioneer in the Royal Life Saving Society and instrumental in the introduction of the Canadian Alternatives to the rescue procedures. He paved the way not only to the modernization of the proficiency awards, but also to the formation of the Royal Life Saving Canada National Office in 1960.

The M.G. Griffiths Certificate is presented to a Lifesaving Society proficiency award holder who performs a significant rescue using approved techniques in an attempt to save a life.

Recommendations for recipients of M.G. Griffiths Certificates must be made to the National Rescue and Honour Chair within a year of the incident and must include proper documentation about the incident.

The person is presented with an M.G. Griffiths Certificate at a Branch Investiture Ceremony or Annual General Meeting.

The M.G. Griffiths Plaque

The M.G. Griffiths Plaque is the highest Canadian rescue award given by the Lifesaving Society.

This award is named in honour of M.G. Griffiths who was a pioneer in the Royal Life Saving Society and instrumental in the introduction of the Canadian Alternatives to the rescue procedures. He paved the way not only to the modernization of the proficiency

awards, but also to the formation of the Royal Life Saving Canada National Office in 1960.

An M.G. Griffiths Plaque acknowledges significant acts of bravery while performing an exceptional rescue, by an individual who has been taught rescue methods through the Society's proficiency award program.

Recommendations for recipients of M.G. Griffiths Plaques must be made to the National Rescue and Honour Chair within a year of the incident and must include proper documentation about the incident.

The person is presented with an M.G. Griffiths Plaque at a Branch Investiture Ceremony or Annual General Meeting.

Rescue Commendation Certificate

A Rescue Commendation Certificate is awarded to a person who is not a Lifesaving Society award holder and who has performed an outstanding rescue. Recommendations for Rescue Commendations must be made to the National Rescue and Honour Chair within a year of the incident and must include proper documentation about the incident.

The person is presented with the certificate at a Branch Investiture Ceremony or Annual General Meeting.

The Commonwealth Awards

Vice President Award

The Vice President Award is the highest honour available, and it is normally reserved for a National President or senior National Representative on the Commonwealth Council. This honour may be recommended by a Branch, but it can be granted only by the Commonwealth Council, on the recommendation of a National Council. The medal, pin and certificate pin are presented at a Branch or national Investiture Ceremony.

HRH Prince Michael of Kent Certificate of Merit

The HRH Prince Michael of Kent Certificate of Merit was launched in March 2003 to commemorate 25 years that His Royal Highness Prince Michael of Kent has served as the Society's Commonwealth President.

These awards are presented to suitable candidates from around the Commonwealth in appreciation of their long-time involvement with the Royal Life Saving Society. Candidates are recognized for their continued support in advancing the Society's humanitarian work and for their valuable services to water safety.

Nominations for the recipients of the original 25 awards in 2003 were received from Australia, Canada, New Zealand, South Africa, United Kingdom and the Commonwealth Secretariat. In subsequent years, HRH Prince Michael of Kent and the Commonwealth Council have agreed that only two or three certificates at the most would be awarded annually.

Nominations for this certificate of merit are made through the Lifesaving Society National Office, which forwards them to the Commonwealth Secretary General and Commonwealth Council, who make the final selection.

Mountbatten Medal

The Mountbatten Medal was instituted in 1951 by the Society's then Grand President, The Earl of Mountbatten of Burma. This award is given for the most gallant rescue or rescue attempt undertaken throughout the Commonwealth by the holder of a Royal Life Saving Society award.

Six Canadians have been the proud recipients of this medal since its inauguration.

1952 – Robert Wardle, Tilley, Alberta received the inaugural Mountbatten Medal

1963 – Kenneth D. Howlett, Edmonton, Alberta

1964 – Lynda Dann, Vulcan, Alberta

1975 – Gordon Penner, Winnipeg, Manitoba

1996 – Doug Trentowsky, Saint John, New Brunswick

1999 – Vanessa Bailey, Calgary, Alberta

Nominations for the Mountbatten Medal are made through Lifesaving Society Branch offices, which submit them to the National Office of the Society. Then they are forwarded to the Commonwealth Secretary General and Commonwealth Council who make the final selection of the recipient from all nominations received.

Russell Medal

The Russell Medal was introduced in 2000 by the Royal Life Saving Society Commonwealth as a permanent memorial for Pat Russell, a dedicated Society member. The criteria for the Russell Medal are that it be given to a person 18 years of age or younger who, during the previous calendar year, carried out the most outstanding resuscitation or attempted resuscitation of a person. It was also suggested that anyone nominated for the award would be a member of either the Royal Life Saving Society or one of its affiliated clubs/organizations anywhere in the Commonwealth.

Nominations for the Russell Medal are made through Lifesaving Society Branch offices, which submit them to the National Office of the Society. Then they are forwarded to the Commonwealth Secretary General and Commonwealth Council who make the final selection of the recipient from all nominations received.

Ireland Medal

The Ireland Medal was introduced in 2004 to mark the centenary of Royal Life Saving Society activity in the Republic of Ireland. A specially commissioned gold medallion is awarded annually to an Irish citizen or person of Irish descent for the most outstanding aquatic rescue or rescue attempt anywhere in the world within the preceding two calendar years. For the purposes of this award, Irish descent means that one of the candidate's parents or grandparents was born in the Republic of Ireland or Northern Ireland.

Nominations for the Ireland Medal should be made to the Royal Life Saving Society

Ireland or the Irish Lifesaving Foundation through the National Office or a Branch office of the Lifesaving Society.

AFFILIATE AWARDS

Affiliate awards are presented based on a point system. This system assigns a specific number of points for each Lifesaving course that an affiliate runs.

Point values reward affiliates who offer a full menu of lifesaving programs. Points reflect the relative degree of difficulty or amount of training and effort required to achieve each level, including the programming time commitment. The affiliate with the highest number of points in a given year will be presented with the appropriate award. The Royal Bank Water Smart Award is an exception to this and nominations are accepted for this award.

POINT VALUES

FOR NEWFOUNDLAND & LABRADOR AFFILIATE AWARDS

Recertification is valued the same as original certifications.

Lifesaving Awards

Rookie / Ranger / Star	15, 20, 25
Bronze Star	30
Bronze Medallion	40
Bronze Cross	60
National Lifeguard Service Award	75
Diploma Award	50
Distinction Award	100

First Aid Awards

Aquatic Emergency Care	30
CPR A / B / C	15, 20, 25
Standard First Aid	35
Emergency First Aid	25

Specialized Training

BOAT	15
Swim for Life	25
Swim to Survive	30

Kean Award

Awarded to the year round facility that has had the largest increase in lifesaving awards.

Osmond Award

Awarded to the seasonal facility that has had the largest increase in lifesaving awards.

LIFESAVING CUP

The Lifesaving Cup award was created in 2003 and is presented to the affiliate member with the largest lifesaving program operating in a community with a population of 30,000 to 150,000.

ANNIVERSARY CUP

The Anniversary Cup marked the 35th anniversary of the Lifesaving Society in Newfoundland and Labrador in 2004 and will be presented to the year round affiliate with the largest lifesaving program operating in a community with a population under 5,000.

Tina Moores Memorial Cup – Lifeguard of the Year

Tina Moores was a long time lifeguard, instructor and volunteer with the Lifesaving Society who tragically lost her life while performing a rescue of a child at Red Indian Lake in central Newfoundland on August 15, 2009.

The Lifesaving Society has created the Tina Moores Memorial Cup – Lifeguard of the Year in 2010 to preserve her memory and to recognize and reward individuals who have made an outstanding contribution to the delivery and development of lifeguarding and lifesaving in Newfoundland and Labrador.

QUICK REFERENCE GUIDE

Water Rescue Awards

LEVEL	HOURS OF INSTRUCTION	PREREQUISITES	WHO CAN INSTRUCT	WHO CAN EVALUATE	EXAMINATION TIME	CAN THE AWARD BE CHALLENGED	MANUAL	SPECIAL EQUIPMENT
Swim Patrol	10-12	None	Lifesaving Instructor	Lifesaving Instructor	Continuous	Yes	Canadian Lifesaving Manual	Clothing (Shirt, Pants, Shorts)
Bronze Star	12	None	Lifesaving Instructor	Lifesaving Instructor	Continuous	Yes	Canadian Lifesaving Manual	Clothing (Shirt, Pants)
Bronze Medallion	20 - 22	13 Years of Age OR hold a Bronze Star	Lifesaving Instructor	Lifesaving Examiner	Continuous	Yes (With appropriate prerequisites)	CLSM	Clothing (Shirt, Pants, Shoes) PFD/Lifejacket
Bronze Cross	22 - 24	Bronze Medallion	Lifesaving Instructor	Lifesaving Examiner	Continuous	Yes (With appropriate prerequisites)	CLSM	4.5 Kg Object
Distinction	20-25	Bronze Cross	Lifesaving Instructor	Lifesaving Examiner (Distinction)	2.5 Hours Minimum	Yes (With appropriate prerequisites)	CLSM	Clothing (Shirt, Pants, Shoes) Spine Board
Diploma	20-25	One of: Distinction NLS Lifesaving Instructor	Lifesaving Instructor	Lifesaving Examiner (Diploma)	5 Hours - Written 5-4 Hours - Practical Minimum	Yes (With appropriate prerequisites)	CLSM	Clothing (Shirt, Pants, Shoes) Diving Equipment (Mask, Fins, Snorkel) Spine Board

Specialty Awards

LEVEL	HOURS OF INSTRUCTION	PREREQUISITES	WHO CAN INSTRUCT	WHO CAN EVALUATE	EXAMINATION TIME	CAN THE AWARD BE CHALLENGED	MANUAL	SPECIAL EQUIPMENT
Lifesaving Fitness	10	30 years of Age or Older require Medical Approval	Lifesaving Instructor	Lifesaving Instructor	Continuous	Yes	CLSM	4.5kg Object 9kg Object
Aquatic Emergency Care	20 (12 hours dry/8 hours wet)	None (Bronze Medallion Recommended)	Aquatic Emergency Care Instructor	Aquatic Emergency Care Instructor	Continuous	Yes	CLSM	Spine Board Basic First Aid Kit Supplies
National Lifeguard Service Pool Option	40 Minimum	16 Year of Age by day of exam Bronze Cross (does not have to be current) Standard First Aid/AEC	National Lifeguard Service Instructor	National Lifeguard Service Examiner	4- 6 Hours Minimum	No	ALERT: Lifeguarding in Action	9kg Object First Aid Supplies Spine Board
NLS Waterfront Option	20	16 Year of Age by day of exam Bronze Cross NLS Core Items (if not offered in course)	National Lifeguard Service Waterfront Instructor	National Lifeguard Service Waterfront Examiner	3-4 Hours Minimum	No	ALERT: Lifeguarding in Action	Paddle Board Rescue Craft Skin Diving Equipment Water Rescue Equipment
NLS Water Park Option	20	16 Year of Age by day of exam Bronze Cross NLS Core Items (if not offered in course)	National Lifeguard Services Water Park Instructor	National Lifeguard Services Water Park Examiner	3-4 Hours Minimum	No	ALERT: Lifeguarding in Action	First Aid Supplies Rescue Craft Skin Diving Equipment Required By NL Health Regulations
NLS Surf Option	20	Contact The Branch Office For More Information Regarding Nls Surf Option						
Boat Rescue	10 Minimum	Basic Swimming and Small Craft Handling Ability	Boat Rescue Instructor	Boat Rescue Instructor	Continuous	Yes	CLSM Safe Boating Guide Boat Rescue Guidelines	Lif jackets Various Small Craft Safety Equipment (Required By Law) Clothing For Candidates

QUICK REFERENCE GUIDE

LEVEL	HOURS OF INSTRUCTION	PREREQUISITES	WHO CAN INSTRUCT/EVALUATE	MANUAL (S)	FACILITIES REQUIRED	EQUIPMENT REQUIRED
Lifesaving/CPR Instructor Course	25 Hours	16 Years of Age Current Bronze Cross or Higher	Lifesaving Instructor Trainer	Instructor Notes CSP Award Guide Bronze Award Guide CPR Award Guide	Classroom: 11.5 Hours Pool: 13.5 Hours Minimum	Audio-visual equipment (Overhead projector, flip chart, videocassette player, monitor, etc.)
NLS Instructor Course	25 Hours	Lifesaving Instructor Current NLS Award Advanced Instructor Certification Examiner Standards Clinic (Recommended)	NLS Instructor Trainer	CLSM ALERT: Lifeguard in Action Instructor Notes NLS Awards Guide NLS Standards NF/LAB Program Guide	Classroom: 6 hours Minimum Pool: 6 Hours Minimum	Audio-visual equipment (Overhead projector, flip chart, videocassette player, monitor, etc.) Equipment for Teaching the items in the NLS Service Award
AEC Instructor Course	25 Hours	Lifesaving Instructor Certification Current AEC Award Examiner Standards Clinic (Recommended)	AEC Instructor Trainer	CLSM Instructor Notes AEC Awards Guide NF/LAB Program Guide	Classroom: 6 Hours Minimum Pool: 6 Hours Minimum	Audio-visual equipment (Overhead projector, flip chart, videocassette player, monitor, etc.) Equipment for Teaching the items in the Aquatic Emergency Care Award

Boat Rescue Instructor Course	16 Hours	Lifesaving Instructor Certification Boat Rescue Award Small Craft Handling Ability	Boat Rescue Instructor Trainer	CLSM Safe Boating Guide	Variety of Small Craft Waterfront Area Classroom Space (if possible)	Lifejackets Clothing for candidates to wear in water Audio-visual equipment (Overhead projector, flip chart, videocassette player, monitor, etc.)
Examination Standards Course	8-10 Hours	Lifesaving Instructor Certification (or equivalent teaching experience)	Lifesaving Instructor Trainer NLS Instructor Trainer AEC Instructor Trainer	Instructor Notes Awards Guide 1 Awards Guide 2 CLSM NF/LAB Program Guide	Classroom: 4 Hours Minimum Pool: 4 Hours Minimum	Audio-visual equipment (Overhead projector, flip chart, videocassette player, monitor, etc.) Equipment for Teaching the Canadian Lifesaving Program
B.O.A.T. Instructor	8 Hours	Lifesaving Instructor Certification (or equivalent teaching experience) Pleasure Craft Operator (PCO) Certification	B.O.A.T. Instructor Trainer	B.O.A.T. Instructor Notes B.O.A.T. Study Guide	Classroom: 8 Hours	



JUNIOR LIFEGUARD CLUB

The Junior Lifeguard Club is designed for members with differing abilities. Friends can join the Junior Lifeguard Club together even if they are of different ages and different abilities. The Club welcomes members between 8 and 15 years of age as long as they can swim at least 25 meters and tread water for 2 minutes.

Only Success is Recognized

There are no 'failures' in the Junior Lifeguard Club. Members enjoy high activity challenges in a learning environment where personal effort and success are recognized. Members record their achievements in their personal Waterlog. Club members and their parents can track individual progress in aquatic skills, lifesaving knowledge and activities that promote both leadership and teamwork. If they wish, members can earn traditional swimming and lifesaving awards inside the Club and keep a record of these aquatic certificates in their Waterlog.

Person Challenges for Personal Bests

Building on the skills they already have, Junior Lifeguard club members work to develop and improve swimming and other aquatic skills with emphasis on:

- Swimming Skills
- Lifesaving Skills
- Fitness
- Competition
- Lifesaving Knowledge
- Community Education
- Leadership & Teamwork

Action Packed Fun

More action, more options, more fun. The Junior Lifeguard Club offers a unique aquatic alternative for those special kids who love the water and who want more than "lessons". The Junior Lifeguard Club keeps kids interested and active in aquatics, especially quick learners and those caught between levels or programs. The Junior Lifeguard Club is perfect for youth who thrive in an energetic learning environment. The Junior Lifeguard Club has been designed by the Lifesaving Society for a serious purpose - but the process is pure fun.



CANADIAN SWIM PATROL

Canadian Swim patrol includes three levels, Rookie, Ranger and Star. Candidates earn recognition for success in three content modules: Water Proficiency, Recognition & Rescue and First Aid

POLICIES	
Prerequisites	Ability to Swim
Instructed/Evaluated By	Current Lifesaving Instructor
Currency	None
Recertification	None
Notes	Candidates complete each module separately to complete the award
GUIDELINES	
Course Format	6-10 hours, i.e. 8 – 10 sessions approx. 45 minutes to 1 hour long
Candidate/Instructor Ratio	12:1
Required Program Material	Buoyant aid with a line, PFD, small sinking object, weights (5 and 10 lbs), buoyant aid, towing aid
Required Candidate Material	
Candidate Recognition Material	Wall Chart, Seals, badges
Optional recognition Material	
ADMINISTRATION	
After the Course	No action required
Award Recognition	Issue recognition material



Bronze Medals

Bronze Medal awards include Bronze Star, Bronze Medallion and Bronze Cross. Bronze Medal awards develop the four components of water rescue education: judgment knowledge, skill and fitness in a fun learning environment.

POLICIES	
Prerequisites	Bronze Star: Ability to swim, Recommend Star Patrol Bronze Medallion: Ability to swim and 13 years old or Bronze Star Bronze Cross: Bronze Medallion
Instructed/Evaluated By	Current Lifesaving Instructor
Currency	2 years
Recertification	All items must be retested
Notes	
GUIDELINES	
Course Format	Bronze Star: 10-12 hours i.e. 10 to 12 sessions 1 hour long Bronze Medallion: 15-20 hours i.e. 8 – 10 sessions 2 hours long Bronze Cross: 15-20 hours i.e. 8 to 10 sessions 2 hours long
Candidate/Instructor Ratio	12:1
Required Program Material	ACTAR, barrier devices, shoulder loop and line, non-buoyant objects, weight (10 lbs.), rescue aids
Required Candidate Material	Canadian Lifesaving Manual (optional for Bronze Star)
Candidate Recognition Material	Card, Medal, Crest
Optional recognition Material	
ADMINISTRATION	
After the Course	Submit test sheet to the Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to affiliate.



Lifesaving CPR Instructor

Lifesaving CPR Instructors are trained to teach and evaluate the Lifesaving CPR program – levels A, B C and D. This certification is included in the Lifesaving Instructor course.

POLICIES	
Prerequisites	16 years old and current Bronze Cross or higher
Instructed/Evaluated By	Lifesaving Instructor Trainer
Currency	2 years
Recertification	Recertifying Lifesaving Instructor automatically recertifies Lifesaving CPR Instructor. Lifesaving CPR Instructors who do not hold LSI must obtain three credits, complete all mandatory updates and within 3 months prior to recertification complete a CPR Skills Checklist or recertify Bronze Cross, CPR C, Aquatic Emergency Care or Lifesaving Standard First Aid.
Notes	There is no stand alone Lifesaving CPR Instructor course
GUIDELINES	
Course Format	To become a Lifesaving CPR Instructor, a candidate must complete a Lifesaving Instructor course or a Lifesaving Society CPR Instructor transfer.
Candidate/Instructor Ratio	
Required Program Material	
Required Instructor Material	Lifesaving CPR Instructor Package
Candidate Recognition Material	Card
Optional recognition Material	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to affiliate.



Lifesaving CPR (Cardiopulmonary Resuscitation)

Candidates not only learn the techniques of cardiopulmonary resuscitation, but are also trained in dealing with obstructed airways and other complications. Lifestyle information in the prevention of strokes and heart attacks is also included in the training, as well as information regarding administering CPR in an aquatic setting.

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Lifesaving CPR Instructor, Lifesaving First Aid Instructor or AEC Instructor
Currency	2 years
Recertification	All Items must be retested CPR Skills checklist must be provided
Notes	Candidates with other CPR training may challenge.
GUIDELINES	
Course Format	CPR A: 3-4 hours CPR B: 4-5 hours CPR C: 6-8 hours CPR D: 4-5 hours
Candidate/Instructor Ratio	10:1
Required Program Material	ACTAR Manikins and barrier devices
Required Candidate Material	Lifesaving CPR Student Manual
Candidate Recognition Material	Card
Optional recognition Material	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to affiliate.



Lifesaving Skin Diving

This program is designed to introduce the student to skin diving and is taught in a secure environment such as a pool. Upon completion of the course, the candidate should possess sufficient skill to snorkel safely in an aquatic environment.

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Lifesaving Instructor
Currency	None
Recertification	None
Notes	Lifesaving Instructor must use appropriate Award Guide and teaching resources
GUIDELINES	
Course Format	7-10 hours i.e. 8-10 sessions 45 minutes – 1 hour long
Candidate/Instructor Ratio	12:1
Required Program Material	Mask, fins and snorkels
Required Candidate Material	
Candidate Recognition Material	Card
Optional recognition Material	
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Branch will send card and crest to affiliate for distribution



DISTINCTION

POLICIES	
Prerequisites	Must be completed before the final exam. Bronze Cross (Note: this award does not have to be current)
Instructed/Evaluated By	Current Distinction Examiner
Currency	2 years from date of exam
Recertification	
Recommended Evaluation Time	10 candidates – 2.5 hours
GUIDELINES	
Course Format	To become a Lifesaving CPR Instructor, a candidate must complete a Lifesaving Instructor course or a Lifesaving Society CPR Instructor transfer.
Candidate/Instructor Ratio	12:1
Required Program Material	Canadian Lifesaving Manual
Required Instructor Material	
Candidate Recognition Material	Card, Crest, Medal
Optional recognition Material	Certificate
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to affiliate.



DIPLOMA

POLICIES	
Prerequisites	One of: Distinction, NLS or Lifesaving Instructor NOTE: The prerequisite award(s) must be completed before the final exam.
Instructed/Evaluated By	Current Diploma Examiner
Currency	2 years from date of exam
Recertification	Yes
Recommended Evaluation Time	10 candidates – 4 - 5 hours
GUIDELINES	
Course Format	To become a Lifesaving CPR Instructor, a candidate must complete a Lifesaving Instructor course or a Lifesaving Society CPR Instructor transfer.
Candidate/Instructor Ratio	12:1
Required Program Material	Canadian Lifesaving Manual
Required Instructor Material	Bronze Medals Award Guide, Instructor Notes
Candidate Recognition Material	Card, Crest, Medal
Optional recognition Material	Certificate
Notes	Special Equipment: <ul style="list-style-type: none"> • Clothing (shirts, pants, shoes) • Spine board
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



AQUATIC EMERGENCY CARE

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current AEC Instructor/Examiner
Currency	2 years from date of exam
Recertification	3 - 4 hours
Recommended Evaluation Time	10 candidates – original - continuous
GUIDELINES	
Course Format	
Candidate/Instructor Ratio	10:1
Required Program Material	Canadian Lifesaving Manual, AEC Award Guide
Required Instructor Material	AEC Award Guide
Candidate Recognition Material	Wallet Card
Notes	Additional information: AEC is recognized by NF & LAB Department of Health as equivalent to Standard First Aid in a swimming pool environment.
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



NATIONAL LIFEGUARD SERVICE AWARD

POLICIES	
Prerequisites	<ul style="list-style-type: none"> • Bronze Cross (does not have to be current) • Standard First Aid OR Aquatic Emergency Care
Instructed/Evaluated By	Current NLS Instructor/Examiner
Currency	2 years from date of exam
Recertification	4 - 6 hours Pre-cert (recommended) 4 hour examination
Recommended Evaluation Time	10 candidates 4 – 6 hours
GUIDELINES	
Course Format	Minimum 40 hours
Candidate/Instructor Ratio	12:1
Required Program Material	Alert: Lifeguarding in Action NLS Standards (optional)
Required Instructor Material	NLS Award Guide, NLS Standards
Candidate Recognition Material	Wallet Card, Crest
Notes	Special Equipment: <ul style="list-style-type: none"> • 9 kg object • First Aid supplies • Spine board
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



BOAT OPERATOR ACCREDITED TRAINING™ INSTRUCTOR

POLICIES	
Prerequisites	Complete application form and apply to the Lifesaving Society, current Lifesaving Instructor or other Instructor award, PCO card
Instructed/Evaluated By	BOAT Instructor Trainer
Currency	2 years
Recertification	Complete one of the following activities: <ul style="list-style-type: none"> • Teach a BOAT course • Proctor a BOAT test And complete all mandatory updates
Recommended Evaluation Time	One hour examination time if instructor does not have PCO card
GUIDELINES	
Course Format	8 hours i.e. 2 sessions 4 hours long
Candidate/Instructor Ratio	12:1
MATERIALS	
Required Program Material	
Required Instructor Material	BOAT Instructor Package
Candidate Recognition Material	Card
Optional Recognition Material	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



BOAT OPERATOR ACCREDITED TRAINING™

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current BOAT Instructor
Currency	No expiry date
Recertification	No expiry date
Notes	<ul style="list-style-type: none"> • Candidate must achieve 75% on written exam • Experienced boaters may challenge exam observed by a proctor.
GUIDELINES	
Course Format	4 hours condensed or 7-8 hours i.e. 2 sessions 4 hours long
Candidate/Instructor Ratio	12:1
MATERIALS	
Required Program Material	
Required Instructor Material	BOAT Study Guide
Candidate Recognition Material	PCO Card
Optional Recognition Material	
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will send PCO card to candidate.



BOAT RESCUE

POLICIES	
Prerequisites	Basic swimming and craft handling ability
Instructed/Evaluated By	Current Boat Rescue Instructor
Currency	No expiry
Recertification	N/A
Recommended Evaluation Time	10 candidates - Continuous
GUIDELINES	
Course Format	7 – 10 hours
Candidate/Instructor Ratio	10:1
Required Program Material	Canadian Lifesaving Manual
Required Instructor Material	Boat Rescue Award Guide
Candidate Recognition Material	Wallet Card, Crest
Notes	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



NLS INSTRUCTOR

POLICIES	
Prerequisites	<ul style="list-style-type: none"> • Complete NLS Instructor application form and apply to the Branch • Current NLS Award • Current Lifesaving Instructor Award • Advanced Instructor Award • Examination Standard Clinic • Recommended at least 2 years teaching experience at the Bronze Level or comparable experience.
Instructed/Evaluated By	Current Lifesaving NLS Instructor Trainer
Currency	2 years from exam date
Recertification	<p>Instruct minimum of 2 NLS courses within a 2 year period</p> <p>Attend Update Clinics as required by the Branch. Recertify through the Credit System. Pay a recertification fee.</p> <p>Expired instructors who wish to recertify must co-examine at least one NLS exam under the supervision of an experienced current NLS Instructor/Examiner.</p>
Recommended Evaluation Time	10 candidates – Continuous
GUIDELINES	
Course Format	25 hours
Candidate/Instructor Ratio	10:1
Required Program Material	NLS Award Guide, NLS Standards Alert: Lifeguarding in Action Instructor Notes
Required Instructor Material	Instructor Trainer Notes Alert: Lifeguarding in Action NLS Award Guide NLS Standards
Candidate Recognition Material	Wallet Card
Notes	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



DISTINCTION EXAMINER

POLICIES	
Prerequisites	Current Bronze Examiner
Instructed/Evaluated By	Current Distinction Examiner
Currency	2 years from exam date
Certification	Certification Process: Co-examine one (1) Distinction exam The co-exam must be completed under the supervision of an experienced current Distinction examiner. The supervising examiner must complete the co-exam report. The co-exam report is submitted to the Lifesaving Society Branch office for review and appointment, if the supervising Examiner recommended the candidate.
Recertification	Recertification Process: To maintain current status, Distinction Examiners must complete a minimum of 1 exam every 2 years and attend any Examiner Update clinics as required by the Branch. Expired examiners who wish to recertify must co-examine 1 exam under the supervision of an experience current Distinction Examiner.
GUIDELINES	
Required books	N/A
Notes	
ADMINISTRATION	
After the Course	Submit evaluation to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



AEC INSTRUCTOR/EXAMINER

POLICIES	
Prerequisites	<ul style="list-style-type: none"> • Complete AEC application forms and apply to the Branch • Current AEC Award • Current Lifesaving Instructor Award • Examiner Standards Course • Recommended at least 2 years teaching experience at the Bronze level or experience comparable to the Bronze <ul style="list-style-type: none"> ○ Level (i.e. Red Cross Water Safety Instructor Trainer, First Aid Instructor, NLS Instructor, Examiner, etc.)
Instructed/Evaluated By	Current Lifesaving AEC Instructor Trainer
Currency	2 years from exam date
Certification	Successful completion of AEC Instructor Course
Recertification	a) Through Credit System b) Attend Update Clinics as required by the Branch Expired instructors who wish to recertify must co-examiner at least one AEC exam under the supervision of an experienced current AEC Instructor/Examiner
Recommended Evaluation Time	Continuous
GUIDELINES	
Course Format	25 hours
Candidate/Instructor Ratio	10:1
Required Program Material	AEC Award Guide Canadian Lifesaving Manual Instructor Notes
Required Instructor Material	Instructor Trainer Notes AEC Award Guide
Candidate Recognition Material	Wallet Card
Notes	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



DIPLOMA EXAMINER

POLICIES	
Prerequisites	Prerequisites: ✘ Current Bronze Examiner
Instructed/Evaluated By	Current Diploma Examiner
Currency	2 years from exam date
Certification	Certification Process: Co-examine one (1) Diploma exam. The co-exam must be completed under the supervision of an experienced current Diploma examiner. The supervising examiner must complete the co-exam report. The co-exam report is submitted to the Lifesaving Society Branch office for review and appointment, if the supervising Examiner recommended the candidate.
Recertification	Recertification Process: To maintain current status, Diploma Examiners must complete a minimum of 1 exam every 2 years and attend any Examiner Update clinics as required by the Branch. Expired examiners who wish to recertify must co-examine 1 exam under the supervision of an experienced current Diploma Examiner.
GUIDELINES	
Required books	N/A
Notes	
ADMINISTRATION	
After the Course	Submit evaluation to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



INSTRUCTOR TRAINER

POLICIES	
Prerequisites	<ul style="list-style-type: none"> • Complete the Instructor Trainer application form and apply to the Branch • Current Lifesaving Instructor Award • Advanced Instructor Award • Current Bronze Examiner • Recommend at least 2 years' teaching experience at the Bronze level or experience comparable to the Bronze level. (i.e. Red Cross Water Safety Instructor Trainer, First Aid Instructor, NLS Instructor Examiner, etc.)
Instructed/Evaluated By	Current Lifesaving Provincial Trainer
Currency	Tied to Revisions Cycle
Certification	Teach and evaluate the Lifesaving Instructor program
Recertification	<ul style="list-style-type: none"> a) Attend Update Clinics as required by the Branch b) Teach a minimum of two (2) Lifesaving Instructor courses in a two year period
Recommended Evaluation Time	Continuous
GUIDELINES	
Course Format	25 hours
Candidate/Instructor Ratio	10:1
Required Program Material	Instructor Trainer Notes Instructor Trainer lesson plans
Candidate Recognition Material	Wallet Card
Notes	<p>Additional Information: Because the Instructor Trainer course is intended to be a generic course to meet the needs of AEC and NLS Instructor Trainers as well as Lifesaving Instructor Trainers, any current Examiner certification (Bronze or Distinction Examiner, AEC Instructor Examiner, NLS Instructor Examiner (is acceptable for admission to the Instructor Trainer course. However, AEC or NLS Instructor Trainers who wish to become a Lifesaving Instructor Trainer must complete the Bronze Examiner certification requirements as part of the Lifesaving Instructor Trainer practicum requirements.</p>
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



PROVINCIAL TRAINER

POLICIES	
Prerequisites	<ul style="list-style-type: none"> • Instructor Trainer • Minimum 2 years teaching experience
Instructed/Evaluated By	Branch Appointment
Currency	2 years
Certification	Completion of Provincial Trainer course OR Appointment by the Branch, supplemented by reference from a current Provincial Trainer or Instructor Trainer
Recertification	<ul style="list-style-type: none"> a) Must teach 2 leadership courses within a two year period b) Must attend Updates as required by the Branch c) Recertification at Branch discretion and subject to above criteria
GUIDELINES	
Required books	Provincial Trainer Notes
Certified to	Teach and evaluate the Instructor Trainer program at all levels
Currency	Tied to the Revisions Cycle
Challenge	This level cannot be challenged.
Award Certification	Wallet Card
Notes	
ADMINISTRATION	
After the Course	Submit evaluation to Lifesaving Society
Award Recognition	Lifesaving Society will issue certification card to affiliate.



LIFESAVING/CPR INSTRUCTOR

POLICIES	
Prerequisites	16 years old and current Bronze Cross or higher
Instructed/Evaluated By	Lifesaving Instructor Trainer
Currency	2 years
Recertification	Obtain three credits, complete all mandatory updates and within three months prior to recertification complete a CPR Skills Checklist or recent Bronze Cross, CPR C, Aquatic Emergency Care or Lifesaving Standard First Aid
Notes	Becoming certified as a Lifesaving Instructor also certifies candidate as a Lifesaving CPR Instructor
GUIDELINES	
Course Format	Lifesaving Instructor: 24 hours
Instructor/Trainer Ratio	12:1
MATERIALS	
Required Course Material	ACTAR manikins and barrier devices
Required Instructor Material	Lifesaving Instructor Package, Swimming and Lifesaving Instructor Handbook, Policy and Procedures
Recognition Material	Card
Optional Recognition Material	Lifesaving Instructor Crest
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to instructor.



SWIM FOR LIFE INSTRUCTOR

POLICIES	
Prerequisites	16 years old and current Bronze Cross or higher
Instructed/Evaluated By	Swim for Life Instructor Trainer
Currency	2 years
Recertification	Recertifying Lifesaving Instructor automatically recertifies Swim for Life Instructor
Notes	For Certification, Swim for Life Instructors must have Lifesaving Instructor or complete Lifesaving Instructor at the same time.
GUIDELINES	
Course Format	Delivery Options: 15 hour- for Lifesaving Instructors 30 hour LSI and SLI- Instructing experience 40 hour LSI and SLI- no instructing experience
Instructor/Trainer Ratio	12:1
MATERIALS	
Required Course Material	
Required Instructor Material	Swim for Life Instructor Package, Swimming and Lifesaving Instructor Handbook, Policy and Procedures
Recognition Material	Card
Optional Recognition Material	
ADMINISTRATION	
After the Course	Submit roster to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to instructor.



SWIM TO SURVIVE

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Swim for Life Instructor
Currency	None
Recertification	None
Notes	Recommended age: preschool, children, youth and adults
GUIDELINES	
Course Format	Can be run in non-traditional or traditional ways for example as regular lesson set (10-30 minute sessions) or as a challenge event
Instructor/Trainer Ratio	10:1
MATERIALS	
Required Program Material	PFD's
Required Candidate Material	
Candidate Recognition Material	Lifesaving Society Accomplishment Record or approved Facility Accomplishment Record
Optional Recognition Material	Participant Ribbons or approved facility recognition
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue to every candidate regardless of result



L'IL TOTS

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Swim for Life Instructor
Currency	None
Recertification	None
Notes	Recommended age: 6 months to 3+ years
GUIDELINES	
Course Format	4-5 hours i.e. 8 to 10 sessions approx. 30 minutes long
Instructor/Trainer Ratio	10:1
MATERIALS	
Required Program Material	PFD's
Required Candidate Material	
Candidate Recognition Material	Lifesaving Society Accomplishment Record or approved Facility Accomplishment Record
Optional Recognition Material	Participant Ribbons or approved facility recognition
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue to every candidate regardless of result



L'IL SWIMMER

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Swim for Life Instructor
Currency	None
Recertification	None
Notes	Recommended age: 3 to 5 years
GUIDELINES	
Course Format	4-5 hours i.e. 8 to 10 sessions approx. 30 minutes long
Instructor/Trainer Ratio	5:1
MATERIALS	
Required Program Material	PFD's, small sinking objects
Required Candidate Material	
Candidate Recognition Material	Lifesaving Society Accomplishment Record or approved Facility Accomplishment Record
Optional Recognition Material	Participant Ribbons or approved facility recognition
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue to every candidate regardless of result



SWIMMER

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Swim for Life Instructor
Currency	None
Recertification	None
Notes	Recommended age: school aged children and youth
GUIDELINES	
Course Format	6-7.5 hours i.e. 8 to 10 sessions approx. 45 minutes long
Instructor/Trainer Ratio	10:1
MATERIALS	
Required Program Material	PFD's, small sinking objects
Required Candidate Material	
Candidate Recognition Material	Lifesaving Society Accomplishment Record or approved Facility Accomplishment Record
Optional Recognition Material	Participant Ribbons or approved facility recognition
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue to every candidate regardless of result



ADULT SWIMMER

POLICIES	
Prerequisites	None
Instructed/Evaluated By	Current Swim for Life Instructor
Currency	None
Recertification	None
Notes	Recommended age: youth and adults
GUIDELINES	
Course Format	6-10hours i.e. 8 to 10 sessions approx. 45 minutes long
Instructor/Trainer Ratio	10:1
MATERIALS	
Required Program Material	Small sinking objects
Required Candidate Material	
Candidate Recognition Material	Lifesaving Society Accomplishment Record or approved Facility Accomplishment Record
Optional Recognition Material	Approved facility recognition item
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue to every candidate regardless of result



LIFESAVING FIRST AID

POLICIES	
Prerequisites	None
Instructed/Evaluated By	LEFA or LSFA: Current Lifesaving First Aid Instructor or AEC Instructor AEC: Current AEC Instructor
Currency	LEFA and LSFA: 3 years AEC: 2 years
Recertification	LEFA: Retake the LEFA course LSFA and AEC: All items must be retested
Notes	None
GUIDELINES	
Course Format	LEFA: 8 hours LSFA: 16 hours AEC: 20 hours Courses are based on 4 hour sessions
Instructor/Trainer Ratio	12:1
MATERIALS	
Required Program Material	ACTAR manikins and barrier devices
Required Candidate Material	Canadian First Aid Manual and First Aid Candidate Workbook
Candidate Recognition Material	Card
Optional Recognition Material	AEC: Crest
ADMINISTRATION	
After the Course	Submit test sheet to Lifesaving Society
Award Recognition	Issue temporary card if required. Lifesaving Society will issue certification card to affiliate.



JUNIOR LIFEGUARD CLUB

POLICIES	
Prerequisites	Swim to Survive Standard
Instructed/Evaluated By	Current Lifesaving Instructor and/or NCCP Lifesaving Coach
Currency	None
Recertification	None
Notes	If the Lifesaving Instructor is not a NCCP Lifesaving Coach, the instructor must obtain and use the appropriate coaching resources
GUIDELINES	
Course Format	Meetings decided by facility e.g. 2 weekly meetings approx. 1 to 3 hours long
Instructor/Trainer Ratio	20:1
MATERIALS	
Required Program Material	Competitive Lifesaving Equipment
Required Candidate Material	
Candidate Recognition Material	Waterlog, Recognition Seals
Optional Recognition Material	Time Tracker, T-shirt, whistles, tattoos
ADMINISTRATION	
After the Course	Submit Junior Lifeguard Club Roster to Lifesaving Society. Submit LSABNT Activation form if participants want to compete.
Award Recognition	Distribute seals to candidates.