

How to Become a British Canoeing Provider Guidance Document

Introduction

This document outlines the requirements for British Canoeing coaches who wish to become recognised to deliver British Canoeing Qualifications and Awards.

Only Providers with the required role, who have completed the Provider Service Agreement for the current year, are eligible to run British Canoeing Qualifications and Awards.

All roles are subject to the Provider meeting the Home Nation Coach Update requirements (i.e. Membership, CPD, First Aid and Safeguarding training).

Providers are required to maintain currency by delivering a set number of courses and attendance at Moderation events run by the Home Nations.

Orientation and Moderation fees will be communicated through the Home Nations.

Qualifications stated are minimum requirements, higher qualifications are also accepted.

Please note, aspirant International Providers are required to send British Canoeing International their completed Logbook, ahead of the final recommendation, for ALL qualifications and awards. The Logbook will be checked and you will be assigned a Home Nation Trainer.

British Canoeing Personal Performance Awards

Personal Performance Awards	Provider Requirement
Paddlesport Start	Any British Canoeing qualified Coach
1 Star	Any British Canoeing qualified Coach
2 Star	Any British Canoeing qualified Coach Award/Level 2 or above who holds both Kayak and Canoe coaching qualifications

Newly qualified Providers are recommended to work with other qualified and experienced Providers before working on their own.

Course Schedules for all British Canoeing Personal Performance Awards can be found on the British Canoeing Awarding Body website in the Provider Zone – www.britishcanoeingawarding.org.uk/ or contact your Home Nation.

Coaches wishing to assess British Canoeing **3 Star Award(s)** are required to complete a Provider Logbook. This is open to coaches with one of the following qualifications:



- British Canoeing Coach Award (in relevant moderate environment)
- British Canoeing Moderate Water Endorsement
- British Canoe Union Level 3 Coach

The coaching qualification must be in the relevant discipline (defined below):

3 Star Provider Role	Relevant Discipline Qualification/s Required:
White Water Kayak	Inland Kayak or White Water Kayak
White Water OC1	Inland Kayak or WW Kayak or Open Canoe and White Water OC1 Leader
Freestyle (Kayak and Canoe)	Inland Kayak or White Water Kayak
Sea (Sea Kayak and Sea Sit-on-Top)	Sea Kayak
Surf	Surf Kayak
Open Canoe	Open Canoe
Touring Kayak	British Canoeing Coach Award or equivalent AND Inland Kayak, or White Water, or Sea, or Placid Water, or 4 Star Touring
Touring Canoe	British Canoeing Coach Award or equivalent AND Open Canoe or Placid Water, or 4 Star Touring
Wild Water Racing	Wild Water Racing

The **Logbook** process requires the aspirant Provider to observe, support and co-deliver British Canoeing 3 Star assessment courses with registered Providers. Once well practiced, the aspirant Provider needs a recommendation that they are competent in the role. The recommendation must be from a current British Canoeing 3 Star Provider.



British Canoeing 3 Star Provider Logbooks are available from the Home Nation on request.

British Canoeing Leadership Awards

Coaches wishing to run the Bell Boat Helm training and assessment are required to apply to their Home Nation. This is open to updated coaches with one of the following coaching qualifications:



- British Canoe Union Level 3 Coach
 - British Canoeing Level 2
 - British Canoeing Coach Award
- AND**
- Bell Boat Helm

The Logbook Process requires you to complete the following:

1. Complete an action plan, including working on or observing courses with existing Providers; including events, activities, regattas, journeys, paddling & coaching,
2. Assessed Delivery – arrange for a Bell Boat Helm Provider to assess your delivery of a British Canoeing Bell Boat Helm assessment;
3. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a Bell Boat Helm Provider.

Coaches wishing to run the **Paddlesport Leader** endorsed training or assessment are required to apply to their Home Nation. The Home Nation is able to open applications for Paddlesport Leader Providers to meet their workforce needs.



The Home Nation will define the requirements, as a minimum this will require active and updated coaches with a minimum of one of the following coaching qualifications:

- British Canoe Union Level 3 Coach
- British Canoeing Coach Award
- British Canoeing Moderate Water Endorsement

The Coach must be qualified to operate with both Canoes and Kayaks and hold a minimum of a British Canoeing Leadership qualification in the alternative discipline to their coaching qualification.

The **Logbook** process requires you to complete the following:

1. Attend Provider Orientation;
2. Complete an action plan, including working on or observing courses with existing Providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing Paddlesport Leader Assessment;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a Paddlesport Leader Provider.



Coaches wishing to run the **Moderate Water Leader** training or assessment are required to complete a Provider Logbook, which can be requested from the Home Nation. This is open to updated coaches with one of the following coaching qualifications:



- British Canoeing Coach Award
- British Canoeing Moderate Water Endorsement
- British Canoe Union Level 3 Coach
- British Canoeing Performance Coach

The coaching qualification must be in the relevant discipline and the appropriate Moderate Water Leader or Advanced Water Leader Award must also be held:

Moderate Water Leader Provider	Relevant Discipline Qualification/s Required:
White Water Kayak	Inland Kayak or White Water Kayak Coach AND Advanced White Water Kayak Leader
White Water OC1	Inland, or WW Kayak, or Open Canoe Coach AND Advanced White Water OC1 Leader
Sea Kayak	Sea Kayak Coach AND Advanced Sea Kayak Leader
Surf	Surf Kayak Coach AND Advanced Surf Kayak Leader
Open Canoe	Canoe Coach AND Advanced Canoe Leader

The **Logbook** process requires you to complete the following:

1. British Canoeing Assessor training;
2. British Canoeing Discipline Specific Leadership Provider training;
3. Observe, support and co-deliver Moderate Water Leader training and assessment courses;
4. Recommendation from a current Provider;
5. Return the Provider Logbook to the Home Nation for approval;
6. Recommendation from a Home Nation Trainer (available from Home Nation).
7. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a Moderate Water Leader Provider.



Note: Full details can be found within the Provider Logbook requested from your Home Nation.

Coaches wishing to run the **Advanced Water Leader** training or assessment are required to complete a Provider Logbook. This is open to updated coaches with one of the following coaching qualifications:



- British Canoeing Advanced Coach Award
- OR**
- British Canoe Union Level 5 Coach
- AND**
- Moderate Water Leader Provider

The Coaching/Leadership qualification/s must be in the relevant discipline as defined below:

Advanced Water Leader Provider Role	Relevant Discipline Qualification/s Required:
White Water Kayak	Performance White Water Kayak Coach AND Advanced White Water Kayak Leader
White Water OC1	Performance White Water Coach AND Advanced White Water OC1 Leader
Sea Kayak	Performance Sea Coach AND Advanced Sea Kayak Leader
Surf	Performance Surf Coach AND Advanced Surf Kayak Leader
Open Canoe	Performance Canoe Coach AND Advanced Canoe Leader

The **Logbook** process requires you to complete the following:

1. British Canoeing Discipline Specific Leadership Provider training;
2. Observe, support and co-deliver Advanced Water Leader training and assessment courses;
3. Recommendation from a current Provider;
4. Return the Provider Logbook to the Home Nation for approval;
5. Recommendation from a Home Nation Trainer (available from Home Nation).
6. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as an Advanced Water Leader Provider.



Note: Full details can be found within the Provider Logbook requested from your Home Nation.

Guide Module Providers

British Canoeing is responsible for recruiting **Guide Module Providers** to meet the specific workforce demands. The Head of Coaching and Qualifications is responsible for the selection of the most appropriate applicants based on their suitability and strength of application.

Applications are considered from those who meet the following eligibility criteria:



- Current and proven experience of guiding in the UK and Overseas
- Recent experience of tutoring
- Comprehensive understanding of the Guide Module(s)
- Successful applicants will be invited to attend a Provider Orientation
- An action plan will be formalised to ensure standardisation of delivery

Rafting Providers

Aspirant Providers wishing to become **Stadium Raft Guide Providers** are required to complete a Provider Logbook. This is open to updated members with the following:



- Valid (within 3 years) AWWSR or Rescue 3 WRT Pro
- British Canoeing River Trip Leader Class 3

The **Logbook** process requires you to complete the following:

1. Work on or observe trainings and assessments with existing Providers, these must be at varied stadiums.
2. Recommendation from a Stadium Raft Guide Assessor
3. Assessed delivery - arrange for a member of the Rafting Technical Group, Level 4/5 Guide or Level 5 to assess delivery of a Stadium Raft Guide Assessment. You must also demonstrate that you can complete the Stadium Raft Guide Safety Skills test plus the required swimming, throw bag and flip drill tests and debrief of the stadium guide candidate by the aspirant assessor.
4. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a Stadium Raft Guide Provider.



Aspirant Providers wishing to become **River Raft Guide Providers** are required to complete a Provider Logbook. This is open to updated members with the following:



- Valid (within 3 years) AWWSR or Water Rescue Technician (Pro) Award
- British Canoeing River Trip Leader Class 3 (for assessing up to Raft Guide Class 3)
- British Canoeing River Trip Leader Class 4 (for assessing up to Raft Guide Class 4)

The **Logbook** process requires you to complete the following:

1. Work on or observe trainings and assessments with existing Providers, in a variety of conditions.
2. Recommendation from a River Raft Guide Assessor
3. Assessed delivery - arrange for a member of the British Canoeing Rafting Technical Group or a Level 5 to assess your delivery of a River Raft Guide Assessment. You must also demonstrate that you can complete the River Raft Guide Safety Skills test.
4. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a River Raft Guide Provider.



Aspirant Providers wishing to become **River Trip Leader Providers** are required to complete a Provider Logbook. This is open to updated members with a minimum of the following:



- Experienced River Raft Guide Assessor with time spent in a variety of conditions
- Valid (within 3 years) AWWSR or Water Rescue Technician (Pro) Award
- British Canoeing River Trip Leader Class 4

The **Logbook** process requires you to complete the following:

1. Work on or observe trainings and assessments with existing Providers, in a variety of conditions.
2. Recommendation from a River Trip Leader Assessor.
3. Assessed delivery - arrange for a member of the British Canoeing Rafting Technical Group or a Level 5 to assess your delivery of a River Trip Leader Assessment. You must also demonstrate that you can complete the River Trip Leader Safety Skills test.
4. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a River Trip Leader Provider.



British Canoeing Safety Award Provider

Coaches wishing to become a **Foundation Safety & Rescue (FSRT) Provider** are required to complete a Provider Logbook. This is open to updated coaches with one of the following qualifications:



- British Canoe Union Level 3 Coach, plus alternative Kayak or Canoe 3 Star Award
- British Canoeing Moderate Water Endorsement, plus alternative Kayak or Canoe 3 Star Award
- British Canoeing Level 2 (Canoe and Kayak, with both Canoe and Kayak 3 Star) with a minimum of 100 logged coaching hours with a range of craft in the sheltered water environment after achieving the British Canoeing Level 2 Coach
- British Canoeing Coach Award (Sheltered Water - Canoe and Kayak, with both Canoe and Kayak 3 Star) with a minimum of 100 logged coaching hours with a range of craft in the sheltered water environment after achieving the British Canoeing Coach Award

The **Logbook** process requires you to complete the following:

1. Attend a one day FSRT Provider Orientation, delivered by the Home Nation;
2. Complete an action plan, including working on or observing courses with existing Providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing FSRT Course;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a FSRT Provider.



Coaches wishing to become a **White Water Safety & Rescue (WWSR) Provider** are required to complete a Provider Logbook. This is open to updated coaches with the minimum following qualifications and experience:



- British Canoeing Moderate Water Endorsement (White Water Kayak or Canoe)
- OR**
- British Canoeing Coach Award (White Water Coach or Canoe Coach)
- AND**
- British Canoeing Advanced Water Leader Award (White Water Kayak or Canoe)
 - British Canoeing Leadership Award in alternative discipline (White Water Kayak or Canoe)

The **Logbook** process requires you to complete the following:

1. Attend Provider Orientation;
2. Complete an action plan, including working on/observing courses with existing Providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing WWSR Course;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a WWSR Provider.



Coaches wishing to become an **Advanced White Water Safety & Rescue (AWWSR) Provider** are required to complete a Provider Logbook. This is open to updated coaches with one of the following qualifications.



- British Canoe Union Level 5 Inland Kayak
 - British Canoeing Performance Coach (White Water) with Advanced White Water Kayak Leader
- AND**
- Registered WWSR Provider (delivered a minimum of 3 courses in the last 3 years)

The **Logbook** process requires you to complete the following:

1. Attend Provider Orientation;
2. Complete an action plan, including working on/observing courses with existing Providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing AWWSR Course;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as an AWWSR Provider.



Coaches wishing to become a **Coastal Navigation & Tidal Planning (CNTP) Provider** are required to complete a Provider Logbook. This is open to updated coaches with the following:



- British Canoe Union Level 3 Coach (Sea)
- OR**
- British Canoeing Moderate Water Endorsement (Sea)
- OR**
- British Canoeing Sea Kayak Coach
- AND**
- Be a registered 3 Star Sea Assessor, and have run a 3 Star Sea assessment
 - Have attended a VHF course
- Have attended a Coastal Navigation and Tidal Planning Course within the last 3 years

The **Logbook** process requires you to complete the following:

1. Attend Provider Orientation;
2. Complete an action plan, including working on or observing courses with existing Providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing CNTP Course;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as a CNTP Provider.



Coaches wishing to become an **Open Water Navigation & Tidal Planning (OWNTP) Provider** are required to complete a Provider Logbook. This is open to updated coaches with the following:



- British Canoe Union Level 5 Coach (Sea)
 - British Canoeing Performance Sea Coach with Advanced Sea Kayak Leader
- AND**
- Be registered as a Sea Kayak Leader Provider
 - Be registered as a Coastal Navigation and Tidal Planning Provider

The **Logbook** process requires you to complete the following:

1. Attend Provider Orientation;
2. Complete an action plan, including working on or observing courses with existing providers;
3. Return the Provider Logbook to the Home Nation for approval;
4. Assessed Delivery – arrange for a Home Nation Trainer to assess your delivery of a British Canoeing OWNTP Course;
5. Upon completion of the tasks, the Logbook should be returned to the Home Nation for verification and registration as an OWNTP Provider.



British Canoeing Coaching Qualifications Providers

Home Nations are responsible for recruiting **Providers for Coaching Qualifications** to meet their specific workforce demands. The Home Nation Manager is responsible for the selection of the most appropriate applicants based on suitability, strength of application in relation to the detailed Job and Person Specification and their own workforce demands.

The Job Description and Person Specification for British Canoeing Coaching Qualifications will be made available through the Home Nations at the time of recruitment.

Any applicant who does not meet the essential qualifications, experience or knowledge is able to apply for Accredited Prior Learning if they wish to be considered.

Foundation & Intermediate Module Providers

Home Nations are responsible for recruiting **Foundation & Intermediate Module Providers** to meet their specific workforce demands. The Home Nation Manager is responsible for the selection of the most appropriate applicants based on suitability and strength of application:



- Foundation & Intermediate Module Provider roles will be considered from coaches with appropriate knowledge of the subject area and recent experience tutoring coaches
- Successful applicants will be invited to a Provider Orientation for the respective module before taking on the role

Discipline Support Module Providers

Home Nations are responsible for recruiting **Discipline Support Module Providers** to meet their specific workforce demands. The Home Nation Manager is responsible for the selection of the most appropriate applicants based on suitability, and strength of application.

Applications are considered from coaches who meet the following eligibility criteria:



- A Performance Coach qualification (or equivalent)
- Recent experience of educating coaches
- Relevant discipline coaching experience
- Successful applicants will be invited to attend a Provider Orientation
- An action plan will be formalised to ensure standardisation of delivery

Assessor Training Provider

Home Nations are responsible for recruiting **Assessor Training Providers** to meet their specific workforce demands. The Home Nation Manager is responsible for the selection of the most appropriate applicants based on suitability and strength of application.

Applications are considered from coaches who meet the following eligibility criteria:



- Current and proven experience in assessing a wide variety of qualifications
- Recent experience of educating coaches
- Relevant Assessing and Internal Verification Qualification
- Successful applicants will be invited to attend a Provider Orientation
- An action plan will be formalised to ensure standardisation of delivery