



## **SLS Sydney Course and Assessment Paperwork Requirements:**

**This is a guide to the paperwork required for club run courses. The paperwork which is underlined should be present at the assessments.**

### **Surf Rescue Certificate:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Final Assessor Sign Off
- Form 14

### **Bronze Medallion/Cert II:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Final Assessor Sign Off
- Form 14

### **Radio Operators:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Assessment Portfolio Sign Off
- Form 14

**IRB Crew:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Assessment Portfolio including:
  - Log of training hours
  - Theory assessment
  - Observation checklists 1 & 2
- Form 14

**SM IRBD:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Proof of Maritime boat licence or completed pre-course workbook 1
- Assessment Portfolio including:
  - Training log
  - Written questions
  - Observation checklists 1 & 2
- Form 14

**ARTC:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Assessment Portfolio
- Form 14

**Spinal Management:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation
- Attendance Sheet
- Assessment Portfolio
- Form 14

**Gold Medallion:**

- Participant Joining Instructions (sent prior to training starting)
- Training Course Report
- Venue Checklist
- Training Enrolment Form – for each participant
- Participant Evaluation (Provided by Branch)
- Attendance Sheet (Provided by Branch)
- Final Assessor Sign Off (Provided by Branch)
- Form 14

**For any candidate who did not complete any of these courses:**

Participant Exit Questionnaire

**For any candidate deemed Not Yet Competent:**

Assessment Feedback form