

# Surf Education Awards - Surfguard Process Reminder for Clubs 20-21 Season

Nippers complete the lesson plans for their Age appropriate group conducted by the Club

By 31 December Surf Education Awards are to be entered into Surfguard

Club	Branch	Club	Branch	Award Certificates
<ul style="list-style-type: none"> <li>•Creates new award assessment request in Surfguard for each age appropriate award</li> <li>•Only select the members who have completed that age appropriate award (<i>ie only the U8 group girls and boys are eligible for Surf Aware One award</i>)</li> <li>•<b>'submit'</b> Surfguard Assessment request</li> </ul>	<ul style="list-style-type: none"> <li>•Branch office 'approves' assessment in Surfguard</li> </ul>	<ul style="list-style-type: none"> <li>•Club <b>'process results'</b> in Surfguard for each Assessment request</li> <li>•Print off Form 14's for each Assessment request</li> <li>•Form 14's to be signed off by club Nippers and a Club Trainer or Assessor</li> <li>•Send signed Form 14's to Branch office - either scan and email, mail or hand deliver.</li> </ul>	<ul style="list-style-type: none"> <li>•Surguard Assessment status is now <b>'awaiting candidate approval'</b></li> <li>•Upon receipt of the form 14's Branch office will action next step in Surfguard.</li> <li>•The assessment request then sits at <b>'award allocation'</b> with SLSNSW to finalise the Surfguard steps.</li> </ul>	<ul style="list-style-type: none"> <li>•Issued at no charge by SLSNSW</li> <li>•Preferred delivery option has been advised to Branch by Clubs by 14/12/2020.</li> <li>•<i>Option 1 - Hard copies of Certificates printed and delivered to Branch Office for Club for their Nipper Presentation date</i></li> <li>•<i>Option 2 - Soft Copies emailed direct in bulk to Club.</i></li> <li>•<i>Option 3 - Soft copies emailed direct to the individual email as reported from Surfguard.</i></li> </ul>

AGE GROUP
U6 (Surf Play One)
U7 (Surf Play Two)
U8 (Surf Aware One)
U9 (Surf Aware Two)
U10 (Surf Safe One)
U11 (Surf Safe Two)
U12 (Surf Smart One)
U13 (Surf Smart Two)
U14 (SRC)