

Discipline Support Module Administration - Freestyle

This document outlines the administration requirements for course organisers running the British Canoeing Freestyle Discipline Support Module:

- Course authorisation is required by Directors prior to running the module; this is obtained through the National Association Coaching Office and must be requested at least 14 days in advance of the course.
- Candidates must register for the module with their National Association prior to attending the course. Candidates register via their National Association Delivery Centre Membership Portal. The registration process checks that candidates have the necessary prerequisites.
- At the point of registration, the following prerequisites are required:
 - Registration Fee for National Association Members;
 - A British Canoeing Coaching Qualification;
 - Age 16 years of age, or older.
- It is important that Directors check that candidates hold the necessary prerequisites. This will be checked by the National Association Delivery Centre and only candidates who have registered will be acknowledged by the National Association Delivery Centre as completing the training.
- End of Course: The Director should upload the course results to the National Association Membership Portal within 7 days of the end of the course.
- After completing the module, candidates receive a certificate confirming attendance.

- Directors must be registered with their National Association Delivery Centre as a recognised British Canoeing Freestyle Discipline Support Module Director.

The Ratio for the Discipline Support Modules is 1 registered Director, with a minimum of 4, and maximum of 12 candidates (if working with more than 8, technical support is required from a discipline specialist). Directors must seek permission from their National Association Delivery Centre if they wish to run courses outside these ratios.

- Applications for new Directors are processed through British Canoeing. Applicants who meet the following requirements will be considered:
 - Updated British Canoeing Performance Coach (or equivalent qualification/experience);
 - Recent experience of educating Coaches (Coaches without tutoring experience are able to progress as a second member of staff);
 - Varied discipline coaching experience, including 6 session progressions;
 - Thorough understanding of tactical, technical, physical and psychological requirements of beginner freestyle paddlers.

New Directors are required to complete British Canoeing Orientation prior to delivery.