



TLEQ

# LEVEL 2

## SWIMMING TEACHER SPECIFICATION

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## TLE Qualifications

TLE Qualifications (TLEQ) is a recognised institution responsible for developing, accrediting, and issuing qualifications to learners in Great Britain, Northern Ireland and Republic of Ireland.

## TLEQ Objectives

- To provide high-quality education qualifications and training services in various disciplines, including but not limited to professional certifications, vocational courses, and academic programmes
- To develop and maintain partnerships with educational institutions, businesses, and organisations to enhance the quality and relevance of qualifications, fostering collaboration and mutual growth
- To promote professional development and lifelong learning opportunities for individuals, thereby contributing to their personal growth and career advancement
- To adhere to and operate in accordance with the laws, regulations, and policies governing educational services in Great Britain, Northern Ireland and Republic of Ireland, ensuring compliance and ethical practices
- To conduct research and development activities, exploring innovative educational methodologies and technologies to continuously enhance the quality and effectiveness of its offerings
- To engage in activities that promote equal access to education, diversity, and inclusion, ensuring that educational opportunities are available to individuals from all backgrounds
- To contribute positively to the social and economic well-being of Great Britain, Northern Ireland and Republic of Ireland and the communities it serves

Learning to swim saves lives



Bethan & Joni

# TLE QUALIFICATIONS

## Introduction

TLEQ is renowned for its commitment to excellence in aquatic education, offering comprehensive training programmes designed to equip individuals with the knowledge and skills necessary to thrive in the leisure industry.

With a focus on fostering safe, inclusive, and progressive learning environments, TLEQ delivers unparalleled education in partnership with industry-leading professionals. Through a blend of theoretical learning and practical application, TLEQ empowers aspiring swimming teachers and coaches, as well as aquatic instructors and professionals, to master essential techniques, teaching methodologies, and safety protocols, ensuring they emerge as confident and competent professionals.

By upholding rigorous standards and embracing innovative approaches, TLEQ sets the benchmark for aquatic education, nurturing a new generation of swimming professionals who are prepared to inspire and transform lives in and around the water.



## Specification Summary

**TLEQ Level 2 Swimming Teacher Qualification** is designed to equip aspiring swimming teachers with the essential skills, knowledge, and confidence to deliver safe, engaging, and effective swimming lessons to individuals of all ages and abilities.

**TLEQ Level 2 Swimming Teacher Qualification** has been developed in response to the evolving needs of the leisure industry, ensuring that participants gain the most relevant, up-to-date, and practical expertise. This qualification is ideal for those passionate about making a positive impact on swimmers' lives while fostering water safety, skill development, and a love for the aquatic environment.

Aligned with the CIMSPA professional standards and backed by industry leaders, this Level 2 qualification ensures that successful learners will be fully qualified to teach swimming independently. It emphasises best practices in swimming instruction, including lesson planning, class management, stroke development, and safeguarding.

TLEQ is committed to providing high-quality education that not only meets regulatory requirements but also empowers learners to become confident, effective professionals in the aquatic field. We believe in creating a learning environment that is inclusive, supportive, and conducive to growth. Our experienced tutors bring a wealth of knowledge, ensuring that every participant completes the course with the skills they need to succeed.

This specification outlines the qualification's structure, assessment methods, and learning outcomes, offering a clear pathway for those embarking on their journey to becoming a swimming teacher. We are excited to support you in taking this important step toward a rewarding career in aquatic education.



## Qualification Overview

<b>Qualification Title:</b>	TLEQ Level 2 Swimming Teacher Qualification
<b>Qualification Number (QN):</b>	TLEQ2302
<b>Qualification Type:</b>	Level 2 Certificate

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<b>Total Qualification Time:</b>	90 hours
<b>Guided Learning Hours (GLH):</b>	60 hours
<b>Self-Led Study:</b>	30 hours

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## Entry Requirements

Minimum age of 16 at assessment  
No prior experience required

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## Assessment Methods

Continuous assessment through:

- Evidence-based online submission of theoretical knowledge (assignments, competency questions, lesson planning, self-evaluations and video submissions)
  - Practical assessment
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## Qualification Delivery

**Online:** E-learning modules through TLE Learn Lab e-learning platform

**Face-to-face:** Theoretical sessions delivered in a classroom or virtually delivered through TLE Learn Lab e-learning platform

**Practical:** On deck sessions in the swimming pool, where learners practice teaching skills and implement safety procedures

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## Learning Support

Learning materials/resources will be hosted on TLE Learn Lab e-learning platform



## Purpose

This qualification is designed to provide learners with the skills and knowledge to teach swimming, supporting participants from the age of three upwards to learn essential swimming skills and develop competence across all four strokes. It equips learners to plan, deliver, and evaluate inclusive, safe, and progressive swimming lessons suitable for participants of various abilities.

## Key Area

**The Swimming Teacher & Leisure Industry**

**Teaching Swimming & Learning to Swim**

**Planning & Evaluating Teaching**

**Teaching in a Practical Environment**

## Details

Learners will understand their roles and responsibilities in the context of the leisure industry, including working with industry colleagues and understanding professional standards.

Learners will develop skills in planning and delivering swimming lessons, understanding the scientific principles of swimming, and differentiating teaching methods for various learner needs. Emphasis will be placed on understanding child development, Essential Swimming Skills (ESS), and using structured play and progressive practices to develop all four strokes.

Learners will be able to plan and evaluate a series of swimming lessons, incorporating safety, inclusion, and progression. They will reflect on teaching methods to continuously improve lesson delivery.

Learners will demonstrate practical skills in delivering safe, fun, and progressive swimming lessons in real-world environments, including supervision of assistant teachers and working with participants of all abilities.



## Trainer Requirements

**Required Qualifications:** Level 3 Education and Training or equivalent

**Additional Requirements:** Completion of the TLEQ Educator Training Module for Level 2 Swimming Teacher qualification

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## Progression Opportunities

**Further Qualifications:** Specialist qualifications in disability swimming, adult and child teaching, and other advanced aquatics qualifications.

**Career Opportunities:** Progression to roles such as Swimming Teacher or Swimming Co-Ordinator

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## Policies and Procedures

Appeals and Enquiries Policy

Complaints Policy

Conflict of Interest Policy

Equality and Diversity Policy

Malpractice and Maladministration Policy

Privacy Policy

Quality Assurance Policy

Reasonable Adjustments and Special Considerations Policy

Safeguarding Children and Vulnerable Adults Policy

Whistleblowing Policy

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**Registration Period:** 12 months from registration

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# Syllabus

## The Swimming Teacher & Leisure Industry

Roles & Responsibilities	Understand the role and responsibilities of the swimming teacher
	Understand professional boundaries and codes of conduct for teaching swimming
	Understand the roles and responsibilities of key industry colleagues
Customer Service	Understand an organisation's swimming related products and offerings
	Understand how to present the swimming teacher role in a professional and approachable manner, in line with organisational standards
	Understand the importance of customer retention and how to influence customer retention
Customer Feedback	Understand the swimming teacher's role within the feedback cycle and the impact on customer service
Legal and Regulatory Requirements	Understand key legal and regulatory requirements (e.g. Equality Act, Health and Safety at Work Act, Safeguarding and safe supervision of children and vulnerable adults, data protection)
Policies & Procedures	Understand an organisations policies and procedures (e.g. NOP, EAP, Risk Assessments, Safeguarding, Equality and Diversity, data protection and accident reporting)
Sector Guidance	Understand sector guidance (e.g. sector bodies, NGBs, HSE and Sport Ireland / Sport NI / Sport England)
Record Keeping	Understand the legislation regarding record keeping and how to keep records securely
	Understand what records need to be kept
Safe Systems of Work	Understand SOPs, including safe assembly, dismantling and storage of equipment, adhering to manufacturers guidelines and safe manual handling techniques
Personal Safety	Understand the safety aspect of teaching from the poolside and in the water
Hazards	Know how to identify hazards relating to: physical, activity, people and pool operations
	Understand how to complete a risk assessment
Supervise Assistant Swimming Teachers	Understand the role of the swimming teacher's assistant
	Know how to effectively supervise a swimming teacher's assistant
Training / Development	Understand the qualification and ongoing training requirements of the swimming teacher role



# Syllabus

## Teaching Swimming & Learning to Swim

Child Development	Understand the stages of childhood development and how these stages impact teaching and learning
	Understand the use of Essential Swimming Skills (ESS) in relation to child development
Scientific Principles	Understand how scientific principles impact on participants learning and progression
Teaching Methods	Understand the different teaching methods and when to implement them
Structured Play	Understand Structured Play and why it is used when teaching swimming
Progression of Swimmers	Understand appropriate progressive practices for the Essential Swimming Skills (ESS) and the four swimming strokes
	Understand how to differentiate teaching practices to support the progression of participants
Deliver Swimming Lessons	Understand how to deliver a series of swimming lessons which are safe, fun, inclusive, progressive and appropriate to the participants level and needs
Essential Swimming Skills (ESS)	Recognise and explain how and why Essential Swimming Skills (ESS) are used to develop confidence and competence in the water
Swimming Strokes	Recognise and explain how to introduce, develop and fine tune all four swimming strokes
Faults & Corrective practices	Understand the faults and corrective practices for the Essential Swimming Skills (ESS) and the four swimming strokes
Laws of the Sport	Understand the governing laws of the sport as outlined by FINA
Differentiation	Understand why swimmers should be differentiated within swimming lessons



# Syllabus

## Planning & Evaluating Teaching

Plan Swimming Lessons	Understand how to plan a series of swimming lessons which are safe, inclusive, fun, progressive and appropriate to the participants level and needs
Evaluate Swimming Lessons	Understand how to evaluate a series of swimming lessons which are safe, inclusive, fun, progressive and appropriate to the participants level and needs
Plan and Prepare Swimming Lessons	Plan and prepare a series of safe, fun, progressive and inclusive swimming lessons that are appropriate to the participants needs
Evaluate Lessons	Review and evaluate swimming lessons



# Syllabus

<b>Teaching in a Practical Environment</b>	
Equipment	Understand the advantages and disadvantages of a range of equipment used for swimming lessons
Deliver swimming lessons	Demonstrate the ability to deliver safe, fun, progressive and inclusive swimming lessons, appropriate to the participants needs
Essential Swimming Skills (ESS)	Demonstrate teaching Essential Swimming Skills (ESS) using best practice teaching methods relevant to participant ability level
Swimming Strokes	Demonstrate teaching of all four swimming strokes using best practice teaching methods relevant to participant ability level
Faults & Corrective Practices	Identify faults within the Essential Swimming Skills and the four swimming strokes
	Correct the faults using corrective practices
Water Safety	Promote water safety awareness
	Demonstrate teaching water safety using best practice teaching methods, relevant to participant ability level
Communication	Demonstrate effective verbal and non-verbal communication whilst undertaking duties
Supervise & Instruct assistants	Demonstrate effective communication with an assistant swimming teacher and supervise their behaviour
Time Management	Plan and prepare personal work activities through the interpretation of the facilities daily work plan and instructions show good practice in time management
Problem Solving	Demonstrate problem solving skills and use of own initiative
Hazards	Demonstrate appropriate action to deal with identified hazards based on the level of risk



# Syllabus

Teamwork	Demonstrate teamwork skills when teaching with / alongside other swimming teachers or assistants
Record Keeping	Collect data and keep secure accurate records including participant achievement
Customer Service	Demonstrate exemplary customer service to include; problem solving, discretion, influencing, team work, suitable language
Professional Demeanour	Demonstrate a professional demeanour (e.g. uniform and personal attributes, positive first impressions etc.)



## Contact TLEQ Qualifications

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# THE QUALIFICATIONS



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