

Swim Ireland Continuous Professional Development

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Swim Ireland CPD Overview

Continuing Professional Development (CPD) is an essential element of being a successful swimming Teacher or Coach. It is vital to keep up to date with the most current practice and thinking in relation to swimming and aquatics. CPD helps with career progression and advancement, broadening Teachers' and Coaches' knowledge and equipping them with the skills to specialise in specific areas. It also provides confidence and credibility by ensuring the professional standard of Swim Ireland qualifications are at a consistently high level.

Swim Ireland CPD's have been developed with all levels of aquatic Teachers and Coaches in mind. CPD workshops and seminars are delivered by trained Swim Ireland tutors, who facilitate the sharing of knowledge to enable the maintenance and development of their aquatic knowledge and skills.

Swim Ireland offer lots of different CPD opportunities, all of which with their own benefits and can be tailored to meet the needs of the Teacher or Coach. Attendance at CPD can also assist with licencing. The following points will be awarded:

		CPD Points Awarded		
	CPD Type	Presenter	Coach	Teacher
1	Clinic	1	1	
2	Bespoke CPD	1	1-3 depending on SI assessment	
3	Swim Ireland CPD	1	3-4 depending on duration	
4	Swim Ireland Online CPD		1-3 depending on CPD	
6	Conferences	1	1-4 depending on CPD	

CPD type and point allocation

1. Clinics

What is a Clinic?

The focus of a clinic is the swimmer. A Teacher or Coach attending any poolside session led by a more experienced Coach or Teacher, and which develops their knowledge base or skill set, is considered a clinic. There is no classroom based element and the learning is informal, delivered in a mentoring format.

- *CPD Points for Presenter*
- *CPD Points for Coach/Teacher attendees*
- *CPD points can be awarded up to 12 months from the date of the CPD once payment is received – CPD points requested outside of 12 months from the date of the clinic will be not be awarded*

Process for Registration of a Clinic

1. *Register clinic utilising Clinic Registration Form*
2. *Submit Clinic Author Template*
3. *Submit any additional supporting materials (handouts, session plan etc.)*
4. *Swim Ireland will review and register clinic*

Process for claiming CPD points for attending a Clinic

1. *Coaches/Teachers can book online on Swim Ireland's website or over the phone prior to the clinic at a cost of €15*

2. Coaches/Teachers can pay prior to the Clinic over the phone or online on the day or afterwards with Swim Ireland at a cost of €15 – evidence of attendance is required from Clinic Presenter
3. Attendees should ensure they sign in to confirm their attendance

Process for claiming CPD points for delivering a Clinic

1. Clinic Registration Form should be received by Swim Ireland a minimum 30 days prior to the start of the clinic
2. Clinic Sign in Sheet should be received within 7 days of the clinic
3. If all paperwork is submitted on time, the Clinic Presenter will be awarded 1 CPD Point

Process for attending a Clinic

1. Any Coach or Teacher can attend by communicating directly with the Clinic Presenter

2. Bespoke CPD

What is a Bespoke CPD?

The focus of a Bespoke CPD is the Coach. The CPD should be underpinned by a theory session which should include a PowerPoint presentation to consolidate learning and an accompanying practical session.

- Owned and delivered by Author.
- Author is required to be a Swim Ireland Presenter or Tutor (Can be added to SI menu of courses if the Author is prepared to travel to deliver)
- Processing fee for accreditation of CPD is €50
- Once the CPD is accredited it can be registered and delivered with no further processing fee
- CPD Points for Author for accrediting the Bespoke CPD
- CPD Points for Presenter
- CPD Points for Attendees
- CPD points can be awarded up to 12 months from the date of the CPD once payment is received – CPD points requested outside of 12 months from the date of the CPD will be not be awarded

Process for Accreditation of Bespoke CPD

1. Submit Bespoke CPD Author Template to Swim Ireland with payment of €50
2. Submit any additional supporting materials (PowerPoint, handouts, session plan etc.)
3. Swim Ireland will review, feedback and either:
 - Accredit Bespoke CPD and assign CPD Points value OR
 - Return to Author for additions/changes and resubmission

Process for Registering Bespoke CPD

1. Submit Bespoke CPD Registration Form to Swim Ireland a minimum of 60 days prior to the start of the course
2. Swim Ireland will confirm registration
3. CPD will be available to book online or over the phone with Swim Ireland Cost of €15
4. Swim Ireland will confirm candidate space

Process for claiming CPD points for delivering a Bespoke CPD

1. Bespoke CPD Author Template should be received by Swim Ireland a minimum of 60 days prior to the start of the clinic
2. Bespoke CPD Sign in Sheet should be received within 7 days of the course
3. If all paperwork is submitted on time, the Bespoke Presenter is awarded 1 CPD Point
4. Attendees should ensure they sign in to confirm their attendance

Process for attending a Bespoke CPD

1. *Coaches/Teachers can book online on Swim Ireland's website or over the phone prior to the Bespoke CPD for €15*

3. Swim Ireland CPD

What is a Swim Ireland CPD?

Swim Ireland CPD's comprise of a menu of training opportunities for Teachers, Coaches and Tutors that are written and owned by Swim Ireland, and delivered by Swim Ireland Tutors. CPD's will be reviewed annually with new content being added to the menu.

- *CPD Points for Presenter*
- *CPD Points for Coach and Teacher attendees*

Delivering a Swim Ireland CPD

- *Swim Ireland Tutors attend Tutor training on delivering the CPD or evidence suitability to deliver*
- *Swim Ireland Provide a digital presentation to the Swim Ireland Tutor*
- *Swim Ireland Tutors will develop any additional resources to sit alongside the presentation (if the Tutor feels additional resources are required)*
- *It can only be delivered by a Swim Ireland Tutor that has attended CPD training on the relevant CPD.*

Process for Registering a Swim Ireland CPD to be run by a club/facility

1. *Submit Course Registration Form to Swim Ireland a minimum of 60 days prior to the start of the course*
2. *Swim Ireland will confirm registration*
3. *CPD will be available to book online or over the phone with Swim Ireland (cost dependant on CPD title and will range from €40 to €100)*
4. *Swim Ireland will confirm candidate space*

Process for attending a Swim Ireland CPD

1. *Coaches/Teachers can book online on Swim Ireland's Database GO Membership or over the phone prior to the CPD*

4. Swim Ireland Online CPD

What is a Swim Ireland Online CPD?

This CPD option comprises of a menu of Teaching and Coaching development opportunities, in areas including governance, marketing, communication and anti-doping as well as the technical elements of teaching and Coaching. This will be delivered via STEP – Swim Training and Education Platform. All online CPD's are interactive and can be completed remotely with no requirement to attend any face to face training.

5. Conferences

What is a Conference?

A conference will be a one or two day, face to face opportunity for professional development. Conferences can be hosted by Swim Ireland and the Regions, or any organisation who have the capacity to deliver a one or two day education event. Conferences will consist of practical and theoretical sessions, including workshops, lectures, and interactive tasks.

Process for registering a Swim Ireland Conference

1. *Submit Conference Registration Form to Swim Ireland a minimum of 60 days prior to the start of the course*
2. *Swim Ireland will confirm registration*
3. *Conference will be available to book online or over the phone with Swim Ireland (cost dependant on cost and duration of Conference)*
4. *Swim Ireland will confirm candidate space*

Process for attending a Swim Ireland Conference

1. *Coaches/Teachers can book online on Swim Ireland's website or over the phone prior to the Conference*

Process for claiming CPD points for attending a Conference (not Swim Ireland)

1. *Attendees should ensure they sign in to confirm their attendance*

6. How do I become a Swim Ireland Presenter?

Swim Ireland run Swim Ireland Presenter courses. Courses can be booked on the website or over the phone at a cost of €150