



NCC COASTEERING GUIDE AWARD HANDBOOK

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Introduction

Coasteering is defined as “An activity that includes swimming, jumping, scrambling, and/or traversing along and in the fore-shore region of a coastline under the guidance of a coasteering guide. When participating in the activity of coasteering, participants should wear an appropriate wetsuit, personal floatation device, helmet, and closed-toe footwear that is secure to the foot”.

The NCC has developed the Coasteering Guide Award for those who lead coasteering activities and wish to align with a national standard for training and assessment of coasteering guides.

Successful completion of the NCC Coasteering Guide Award indicates that a candidate has the personal skill level and leadership ability required to lead a group of coasteers. The NCC Coasteering Guide has the skills and judgement to select the appropriate environments for their group, which includes clients with little or no coasteering experience.

Following a successful assessment, the NCC Coasteering Guide must have in place, or work for, a company that has appropriate insurance if they are employed/deployed to run coasteering commercially. In addition, they **must** also be approved to work at the specific coasteering site, either by the company’s internal safety advisor or a competent external coasteering expert. The NCC has a criterion for Coasteering Technical Experts on the website:

<https://www.nationalcoasteeringcharter.org.uk/coasteering-document-downloads/>

Please also note that if guiding under-18s, then there may be additional legal obligations (e.g. AALA / Safeguarding) that need to be in place.



Training Courses

1) Introduction

The NCC has developed a 2-day training course with a syllabus that covers:

Personal Skills,
Safety Leadership and Group Skills,
Rescue Skills,
Theory and
Environment

Courses are delivered by approved NCC Coasteering Guide Award Providers, and details of current providers can be found on the website:

<https://www.nationalcoasteeringcharter.org.uk/coasteeringguideaward/>

2) Guidance Notes

The following notes help candidates understand the content and prepare for an NCC Coasteering Guide Award Training Course.

Registration

- Candidates must be individual members of the NCC at the time of attending training
- Candidates must also register for the guide award

Note: If the candidate is U18 at the time of training, they are NOT required to join the NCC or pay the Registration Fee

- You can arrange membership on the NCC Website:
<https://www.nationalcoasteeringcharter.org.uk/join-national-coasteering-charter/>
- You can either pay for a combined membership (£12.50) and Award Registration (£40) or you can do these separately if you are already an individual member.
- You must keep the email confirmation of your registration and your digital membership as evidence for your provider

Note: to keep your registration and/or training valid, you must maintain individual membership. The registration is a 'one-off' payment and covers you for both training and assessment.

Booking

- You can book onto a training course by searching the course calendar on the NCC website: <https://www.nationalcoasteeringcharter.org.uk/coasteeringguideaward/>
- Once you find a suitable date, you can contact the provider directly to book a place.
- Alternatively, you can contact a provider directly and ask if they have any courses available or can arrange one for you.



Training Pre-requisites

To attend a training course, you must be able to evidence the minimum prerequisites:

- A willingness to learn and a commitment to continued improvement are essential attributes for participants.
- Evidence of logged coasteering familiarisation of at least 10 water hours
- Due to the nature of the course, running most often over a period of 2 days, some prior knowledge of swell, waves, tide, wind, and first aid would be beneficial, as not all of these subjects will be covered in enough detail on the training course for most novices. If there is a lack of knowledge in any subjects, it will be identified as an action point to work on, given as feedback for the consolidation period.

Note: If you are in any doubt, please contact your provider for further information and clarification.

Recommended training (not a prerequisite, but very useful to have):

- A 2-day First Aid Certificate
- RNLI/RLSS/SLSGB Beach lifeguard
- RLSS NWSMP (Coastal Waterways)
- Coastal Navigation and Tidal Planning or Equivalent (e.g. RYA Day Skipper)
- White water Safety & Rescue course
- Environment awareness - the WiSE Course

Delivery of the Training Course

- Courses are run to a 1:8 or 2:12 ratio
- Prior to training, you may be expected to complete a short home research paper provided by your provider.
- The training can be run according to the requirements of the group and the conditions. It is expected to involve a mixture of classroom learning, professional discussions, and pre-course preparation, with the majority of learning done experientially, in a wetsuit, with the appropriate equipment, practising the scenarios, in the coasteering environment.
- This learning will be reviewed and captured at suitable times during the day, with individual feedback given to each guide to help prepare them for assessment.
- The training course is to be delivered in a coasteering environment that would allow the trainer to explore all aspects of the syllabus with the candidates. Where conditions or sea states mean this is not possible, the trainer will use alternative methods.



Consolidation

- Following the completion of a training course, candidates will be provided with a personal action plan, which will help them plan their consolidation period.
- You can use your logbook to help provide ongoing evidence of experience and prepare you for your assessment
- During this time, the trainee guide is expected to gain logged experience assisting and leading under the supervision of an experienced and/or qualified guide. Ideally, this will be at a variety of sites, with a mix of groups in a range of conditions, working with different guides.
- It is expected that candidates would present themselves for assessment within 3 years from the date of training.

Post-Training

- Once you have attended your training course, your provider will submit a course report, and evidence will be updated on the NCC database.
- You will receive an email to your nominated email address with a link to complete a short form that generates an attendance certificate. It is critical to complete this as providers will expect to see the evidence of completion prior to an assessment.
- The link also contains a short feedback form (optional), which the NCC will use to allow us to continually improve and develop courses and syllabi.



3) Training Syllabus

Part A – Personal Coasteering Skills	
A.1	<p>Swimming over a distance of 200m, in a proactive and continuous manner, this is to be undertaken in full coasteering kit.</p> <p>Training could include a variety of ways to do this so that the swimmer can swim the distance, whilst taking safety equipment with them. The aim of training is to explore the level of fitness required by a coasteering guide.</p>
A.2	<p>Be fit and healthy enough to operate as a lead guide over a typical coasteering session.</p> <p>Training will explore the level of fitness required to work as a coasteering guide, not only leading, but also while dealing with a variety of scenarios, without being a danger to themselves or their group. A Guide may be expected to run 2 coasteering sessions in one day</p>
A.3	<p>Entering and exiting in a variety of locations/conditions</p> <p>Sharing of techniques to enable safe entry and egress on wave-washed ledges, murky water, steep climbing exits, and through waves.</p>
A.4	<p>Be confident in their movement over all types of terrain that present themselves, such as rocky, steep or slippery ground and features.</p> <p>Training will cover techniques and strategies to enable candidates to develop skills to move around confidently, at times at speed, over a variety of terrain, whilst guiding a group, and to demonstrate the ability to coach group members over said ground.</p>
A.5	<p>Make appropriate decisions about the way that a variety of features can be used, or not, or navigated along the way.</p> <p>Developing skills to enable candidates to read the water and pass on information about how water works over a variety of features, including a pour-over, a funnel, a wash-through, and a swirl. Explore how these features work to allow users to immerse themselves and play within them. A dynamic risk assessment and good judgment are key principles to develop.</p>



Part B – Safety, Leadership and Group Skills

The training will give Aspirant Guides the chance to explore and discuss all the elements which make up a coasteer. This will involve a variety of skills being used to help make the coasteering session a safe, enjoyable learning experience.

B.1	<p>Skilful application of leadership principles.</p> <p>Training will give opportunities to try out different group strategies, such as CLAP, to ensure safe group management at/in an appropriate coasteering site and/or situation.</p> <ul style="list-style-type: none"> ● Communication ● Line of Sight ● Avoidance ● Position (best placed to support the group)
B.2	<p>Appropriate leadership and decision making.</p> <p>Training will aim to develop within candidates a range of strategies and leadership styles to suit the Group, Site and Situation, which are flexible and clear in their communication and application. These include, but are not restricted to:</p> <ul style="list-style-type: none"> ● Concise briefings ● Autocratic leadership style ● Democratic leadership style
B.3	<p>Safety awareness and risk management.</p> <p>To follow any strategies to their final point when in charge of a rescue situation, including correctly executing an Emergency Action Plan (EAP).</p>
B.4	<p>Working with multiple guides and other people.</p> <p>The NCC acknowledges that providers have many different models of working depending on the terrain, environment and types of clients, and the training should reflect this. Providers may work as solo guides, assistant guides working with lead guides, multiple guides and use of trip leaders. The training courses will discuss the implications and increased responsibilities of these roles. Emphasis will be placed upon, but not limited to, the following:</p> <ul style="list-style-type: none"> ● Implications for the supervision of clients ● Role identification and responsibilities ● Trip leader role



B.5

Exercise appropriate group control and management and show concern for the general welfare of other group members.

All of the above is about the Aspirant Guide being able to effectively lead a group in the coasteering environment. The training will cover all the elements that make a coasteer and develop the skills to enable a guide to lead a successful coasteering session as a whole, in line with the aim of the NCC to promote safe coasteering. This will include, but not limited to:

- Welcome
- Medical checks
- Water confidence check
- Environmental/wildlife awareness
- Good group briefings that are concise, short, and appropriate to the stage of the coasteer
- Identifying hazards
- Exits and entries - the guide should be able to show groups the methods of entry and exit.
- Swimming techniques in waves and near rocks
- Venue selection
- Choosing suitable routes for the group/conditions, including the supervision and guidance
- Movement on rocky or slippery ground, including basic spotting.
- Use of the group where appropriate
- Prompt and suitable decision-making
- Jump Management
- Climbing and traversing above deep water
- Spotting
- Positioning during communication and pre-empting issues
- Use of signals for communication
- Play Spots
- Emergency exits

It is important that the Aspirant Guide learns how to add to the group dynamic, which enables swift decision-making, clear communications, and positive outcomes.

Training should start to develop the ability to judge the conditions, the route, and the ability of the group (both physically and mentally), to make appropriate decisions along with the need to modify plans as required.



<p>B.6</p>	<p>Training should look at a wide variety of incidents and enable Aspirant Guides to work on the practical aspects of dealing with the situations, both selecting and using the appropriate equipment. Thus, preparing them to manage any incidents which could occur during the course of a journey. Training should highlight the following:</p> <p>The process of maintaining an overview of the situation so that the safety and well-being of the whole group are never forgotten, including:</p> <ul style="list-style-type: none"> ● Various strategies for group control, communication, leadership styles and positioning, keeping a group together, e.g. group huddle. ● Moving groups in more challenging situations, e.g. rips, waves, caves, zawns, boulder fields. ● Incidents, e.g. a broken limb, hypothermia, unconsciousness, spinal injury, stings, foot entrapment, panic, incidents in caves, fishing line etc. ● Incidents that involve rescue in different circumstances and conditions, thereby requiring a working knowledge of a variety of approaches, which may include the use of the Group and/or Assistant Guide. <p>The necessity of carrying and having easily accessible equipment in line with the minimum requirements of the 'Safety Advice for Coasteering Guides' document. This will include equipment carried:</p> <ul style="list-style-type: none"> ● On Person such as a throw line, knife, whistle, etc. ● Essential safety equipment to be within immediate reach ● A suitable first aid kit and familiarity with the use of its contents whilst in the coasteering environment ● At least 2 reliable communication methods (e.g. Phone, PLB, VHF)
<p>B.7</p>	<p>Provide guidance through top tips and handy hints.</p> <p>Training should develop the ability to pass on tips to group members to improve their coasteering ability and confidence, as well as give sufficient information in order to achieve a successful outcome for the session. For example, the Guide may need to give coasteers top tips to allow them to travel across a wide gap as a group.</p>
<p>B.8</p>	<p>Be able to connect how we can learn from coasteering activities to the challenges that are threatening our coastlines and communities.</p> <p>Coasteering connects people to nature in ways that are more visceral than many other outdoor activities and provides an opportunity for understanding risk, challenge, and response. The candidate is expected to demonstrate ways of using coasteering and the environment they are moving through to make connections between climate-related sea-level rise, pollution, plastics and personal response to risk. As a result of this, clients will be able to better connect personal action wherever they are to the protection of the ocean and coastal environment we treasure so deeply. Done well, all education elements to coasteering will enrich the client's experience, not dim it.</p>



Part C - Rescue Skills

Training should provide Aspirant Guides with a broad awareness of the challenges and problems associated with leading coasteering. The candidate should be knowledgeable of the 'self/team/casualty' principles in all incidents and rescue settings.

C.1	<p>Have knowledge of and demonstrate the skilful application of appropriate rescue skills.</p> <p>Aspirant Guides should work with a range of rescues and be shown how to adapt them to the prevailing conditions and features, including dealing with incapacitated coasteerers.</p>
C.2	<p>Understand the limitations of solo guiding and the use of group members as part of an emergency action plan.</p> <p>Training should explore the challenges and limitations of working as a lone guide as well as the roles and responsibilities within groups.</p>
C.3	<p>Be conversant with different methods of towing.</p> <p>To be trained or exposed to a variety of tows in the coasteering environment, such as (but not limited to):</p> <ul style="list-style-type: none"> ● Foot tow ● Shoulder strap tow ● Husky tow (two-person tow) ● Chariot tow ● Safety bag tow ● Rescue tube tow ● Towline tow ● Towing using a throwline ● Towing the line and not towing the casualty. <p>A variety of tows should be trained, in context and relevant to conditions. The trainer must make coasteerers aware of clean line and quick release methods.</p>
C.4	<p>Be conversant with different methods of using throw lines.</p> <p>Understand how to use a throwline with a rescue, including throwing rescues and throwline management, reaching rescues, and using a throwline to tow.</p> <p>As well as being able to:</p> <ul style="list-style-type: none"> ● Throw accurately ● Complete an unpacked Re-throw ● Use of a line to cross a zawn ● Use a throwline as a swim line ● Use others/wider group to help with throwline methods



C.5	<p>Be conversant with the use of Tape/Sling/Rope</p> <p>The training should help Aspirant Guides to understand and use this as a method of rescue and or support. Discussions should be held around the advantages and disadvantages of slings vs tapes vs short length of rope/floating rope vs full throw lines. Length of tape 3- 5 M.</p>
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<p>Part D - Theory</p> <p>Training should provide Aspirant Guides with an awareness of potential risks, safety precautions and safety thresholds pertinent to leading groups to the upper end of the remit.</p>
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D.1	<p>Equipment, design and maintenance</p> <p>The Trainer should endeavour to provide Aspirant Guides with knowledge and experience of using a range of equipment, including the most up-to-date. The Trainer should also provide Aspirant Guides with an understanding of how and why modern equipment has evolved, and which equipment best serves the situation. This should allow the Aspirant Guide to decide on the best pieces of equipment for their location and use.</p>
D.2	<p>Safety (includes Coast Guard and other Marine / Land Rescue Services)</p> <p>Training will introduce the candidate to a working knowledge of how the national and local emergency services function.</p>
D.3	<p>Planning weather, waves, and tides</p> <p>Aspirant Guides should be aware of a variety of sources of weather, wave, and tidal forecasts. Through training, they should be able to interpret weather, wave and tidal forecasts and be mindful of the conditions actually experienced. Enabling them to show an understanding of the impact of weather, tide, and sea on the conditions that they encounter at the venue.</p> <p>Training should ensure Aspirant Guides have the ability to decide on the correct location for the conditions of the day, given all macro and micro forecasts available, the group dynamics, and any external factors, i.e. access issues, and if necessary, go to plan B or C.</p>
D.4	<p>Wellbeing, health and first aid</p> <p>Linked with sound judgement, Trainers should ensure Aspirant Guides are trained to deal with the most likely injuries that may occur as part of coasteering. It should be evident that Aspirant Guides can deal with an incident and see it safely through to its conclusion (including simple evacuations, dealing with emergency services and group care). This training should complement any other first aid training that exists. Aspirant Guides should be encouraged to hold a current recognised two-day first-aid certificate.</p>



D.5	<p>Group awareness and management</p> <p>Training should develop an awareness of the full spectrum of responsibilities whilst being a Coasteering Guide.</p> <p>Training should cover:</p> <ul style="list-style-type: none"> ● Personal, legal and ethical responsibilities ● Conduct ● The role of the NCC and working knowledge of the Important Documents (found on the website) e.g. 'Safety Advice for Coasteering Guides' & 'Coasteering Code of Conduct for Guides' ● National and local rescue services ● Access ● Environment
D.6	<p>General knowledge</p> <p>Aspirant Guides should have a knowledge and awareness of the development, both current and past, of coasteering and the National Coasteering Charter.</p>
D.7	<p>Water features and hazard</p> <p>Training should cover dynamic risk assessments as well as an understanding of hydrology and how to use this while leading in the coasteering environment. This will include, for example, understanding the characteristics of swell, tidal height, and surf on a range of features.</p>

Part E - Environment	
E.1	<p>A knowledge of codes of conduct/legislation relating to local native marine life and coastline ecology.</p> <p>For additional notes regarding environmental impact and education, please see the NCC Coasteering Code of Conduct for Guides</p> <p>The NCC recommend sitting a WiSE course to upskill your marine environmental knowledge</p>



Assessment Courses

1) Introduction

The NCC has developed an assessment course with a syllabus that covers:

Personal Skills,
Safety Leadership and Group Skills,
Rescue Skills,
Theory and
Environment

Courses are delivered by approved NCC Coasteering Guide Award Providers, and details of current providers can be found on the website:

<https://www.nationalcoasteeringcharter.org.uk/coasteeringguideaward/>

2) Guidance Notes

The following notes help candidates understand the content and prepare for an NCC Coasteering Guide Award Assessment Course.

Registration

- Candidates must be individual members of the NCC at the time of attending the assessment
- Candidates must also register for the guide award
- You can arrange membership on the NCC Website:
<https://www.nationalcoasteeringcharter.org.uk/join-national-coasteering-charter/>
- You can either pay for a combined membership (£12.50) and Award Registration (£40) or you can do these separately if you are already an individual member.
- You must keep the email confirmation of your registration and your digital membership as evidence for your provider

Note: to keep your registration and/or training valid, you must maintain individual membership. The registration is a 'one-off' payment and covers you for both training and assessment.

Booking

- Most assessments are arranged directly with a provider, although some providers do offer 'open' assessment courses
- You can find a provider on the NCC Website:
<https://www.nationalcoasteeringcharter.org.uk/coasteeringguideaward/>



Assessment Pre-requisites

To attend an assessment course, you must be able to evidence the minimum prerequisites:

Be able to provide clear, documented evidence of-

- Completion of an NCC Coasteering Guide Training Course within the previous 3 years, or; Clear and logged evidence of Coasteering Specific Training that meets the [NCC Coasteering Guide Award Training Syllabus](#).
- Evidence of a minimum of 30 hours coasteering experience. During at least 24 of these hours, the candidate should evidence a mixture of roles such as assisting experienced guides, leading under supervision and leading peer groups.
- Coasteering experience in a variety of coasteering venues within at least 2 NCC Regions. Coasteering experience should be evidenced in different swell, tidal conditions and group types as well as venues that are varied in their geology and coastal geography.
- A recognised and relevant face-to-face 2-day first aid certificate (or higher) or a valid beach lifeguard award
- **Individual Membership** of the NCC (please note, company membership does not provide this)
- Registration for the NCC Guide Award
- Be 18 years old or older

Note: If you are in any doubt, please contact your provider for further information and clarification.

Recommended training (not a prerequisite, but very useful to have):

- A 2-day First Aid Certificate
- RNLI/RLSS/SLSGB Beach lifeguard
- RLSS NWSMP (Coastal Waterways)
- Coastal Navigation and Tidal Planning or Equivalent (e.g. RYA Day Skipper)
- White water Safety & Rescue course
- Environment awareness - the WiSE Course



Delivery of the Assessment Course

- The ratio for an assessment is indicated in the Assessment Syllabus as certain parts of the assessment can be delivered up to 1:4 in ratio.
- Prior to your assessment, you may be expected to complete a short home research paper provided by your provider.
- The candidate is required to perform all skills in the coasteering environment, comfortably and with confidence in their own ability as a SOLO GUIDE.
- Ideally, candidates will be assessed practically in all aspects of the syllabus, where suitable sea conditions are not available, the candidate can be assessed via alternative techniques such as questioning, simulated features or videos. The assessment report will indicate the sea conditions under which the assessment occurred; assessments can be completed in calm conditions.
- The assessment is a THOROUGH TEST of the candidate's ability to FULLY MEET the assessment criteria.
- Assessments are normally delivered over 1 session; however, when assessing 2 (or more) candidates, ADDITIONAL TIME may be required to ensure that all candidates are given appropriate opportunities to FULLY MEET the assessment criteria.
- In addition, if there are factors such as locations, tides, or conditions that require the assessment to be delivered over a number of sessions, this is also allowed.
- If certain areas of the criteria are not seen during the lead session, additional safety and rescue scenarios will be required to be proven. This can be either by a professional conversation or a practical application of a scenario.
- When the assessment is delivered over multiple sessions, the time between starting the assessment and completion should not exceed 28 days. In cases where the time limit may be exceeded, special consideration must be sought from the NCC Guide Award Administrator.
- Candidates are assessed whilst leading a real group of participants on an appropriate coasteering activity, which should provide appropriate challenge, adventure and learning for the group.
- The size of the group should be not less than 3 and no more than 8
- The candidate will be assessed from the point of receiving the group (e.g. meeting, greeting, kitting up, etc.) through to the close of the session (e.g. de-kitting, debrief, post-session administration, etc.)
- The candidate must ensure they are operating in line with their insurance and safety management systems. Evidence of compliance and options for those candidates who do not hold relevant insurance must discuss this IN ADVANCE with the provider of the assessment.
- Candidates should present themselves at the assessment with personal and group leadership equipment appropriate and relevant to the assessment environment.



Assessment Outcomes

There are 3 outcomes for the assessment - Pass, Conditional Pass and Fail

Each candidate will get individual feedback on their performance and, if necessary, they will be directed on possible improvements, whether they attain the award or not.

Pass

- Candidates who pass will be issued a certificate by the NCC
- The NCC Database will be updated

Conditional Pass

- In some specific circumstances, there may be an isolated area of the assessment criteria that was not observed or met for a specific reason. In these cases, the Provider may issue a 'Conditional Pass' with an agreed action plan to complete the assessment.
- The time period for submission of the required evidence should not exceed 28 days.

Fail

- In the event that the candidate fails the assessment, a clear action plan will be provided with evidence against the [Assessment Competencies](#) stated in areas where they were not at the required standard.
- The minimum time period that the candidate can represent themselves for re-assessment will be on advice from the Assessor; a minimum of five additional coasteering sessions between assessment and reassessment must be undertaken.

Post assessment

- The provider will issue a full course report to the NCC, which is logged as evidence.
- The candidate is able to obtain a full report of your assessment by contacting the NCC Guide Award Administrator.
- Following a successful assessment, the NCC Coasteering Guide must have in place, or work for, a company that has appropriate insurance if they are employed/deployed to run coasteering commercially. In addition, they **must** also be approved to work at the specific coasteering site, either by the company's internal safety advisor or a competent external coasteering expert. The NCC has a criterion for Coasteering Technical Experts on the website:
<https://www.nationalcoasteeringcharter.org.uk/coasteering-document-downloads/>
- Please also note that if guiding Under 18's, then there may be additional legal obligations (e.g. AALA / Safeguarding) that need to be in place.



3) Assessment Competencies

Part A – Personal Coasteering Skills		Ratio
A.1	<p>Swimming over a distance of 200m, in a proactive and continuous manner, this is to be undertaken in full coasteering kit.</p> <ul style="list-style-type: none"> • A timed 200m swim will take place during the assessment • This must be completed in less than 7 minutes. • The candidate would be expected to complete this wearing full coasteering equipment and with their safety equipment. 	1:4
A.2	<p>Be fit and healthy enough to operate as a lead guide over a typical coasteering session.</p> <ul style="list-style-type: none"> • Candidates will be expected to have a suitable level of fitness required to work as a coasteering guide, not only leading but also while dealing with a variety of scenarios, without being a danger to themselves or their group. • The assessment will allow candidates to demonstrate this. 	1:2
A.3	<p>Entering and exiting a range of areas to the upper end of the remit</p> <ul style="list-style-type: none"> • Candidates will be expected to effortlessly and confidently show a variety of techniques to enable safe entry and egress on wave-washed ledges, murky water, steep climbing exits and through waves. 	1:4
A.4	<p>Confident in movement over all types of terrain, such as rocky, steep or slippery ground</p> <ul style="list-style-type: none"> • Candidates will be expected to show they are confident in their movement and make good choices in where to move and how to move in the coasteering environment • This will be assessed by observing movement on rocky and steep terrain throughout 	1:4
A.5	<p>Make appropriate decisions about the way that a variety of features can be used, or not, or navigated along the way.</p> <ul style="list-style-type: none"> • Candidates will be able to read and explain how water works over a variety of features, including a pour-over, a funnel, a wash-through and a swirl, to inform good decision-making. • Plus, to be confident in how these features work to allow them to immerse themselves and play within them. 	1:4



Part B – Safety, Leadership and Group Skills		Ratio
<p>The assessment will give opportunities for the candidate to show all of the elements which make up a coasteer. They will be able to use both human and technical skills to help make the coasteering session a safe, enjoyable learning experience.</p>		
B.1	<p>Skilful application of leadership principles</p> <p>The candidate should be able to apply a robust strategy, such as C.L.A.P. to ensure safe group management at an appropriate coasteering site and/or situation.</p> <ul style="list-style-type: none"> ● Communication ● Line of Sight ● Avoidance ● Position (best place) 	1:2
B.2	<p>Appropriate leadership strategies, judgement and decision making</p> <p>The candidate will show a range of strategies and leadership styles to suit the Group, Site and Situation, which are flexible and clear in their communication and application. These include, but are not restricted to:</p> <ul style="list-style-type: none"> ● Concise briefings ● Autocratic leadership style ● Democratic leadership style 	1:2
B.3	<p>Safety awareness and risk management</p> <ul style="list-style-type: none"> ● The candidate will follow any strategies to their final point when leading a rescue situation, including being able to execute an Emergency Action Plan (EAP) correctly. 	1:2
B.4	<p>Exercise appropriate group control and management, and show concern for the general welfare of other group members</p> <p>The candidate will be able to exercise appropriate group control using a dynamic risk process while managing and showing concern for the general welfare of group members in the coasteering environment</p> <p>This may include (in an appropriate order for the session):</p> <ul style="list-style-type: none"> ● Welcome ● Medical checks ● Water confidence ● Good group briefings that are concise and appropriate to the stage of the coasteer ● Identifying hazards ● Exits and entries - the guide should be able to show groups the methods of entry and exit. ● Swimming techniques in waves and near rocks ● Appropriate movement over rocky, slippery or steep ground when needed ● Choosing suitable routes for the group/conditions ● Use of the group where appropriate 	1:2



	<ul style="list-style-type: none"> ● Prompt and suitable decision-making ● Jump Management ● Climbing and traversing above deep water ● Spotting ● Positioning during communication and pre-empting issues ● Use of signals for communication ● Play Spots ● Emergency exits <p>The candidate will positively add to the group dynamic, showing that they can make swift decisions and communicate clearly towards positive outcomes.</p> <p>Candidates will show a consistent ability to judge the conditions, the route, and the ability of the group (both physically and mentally), to make appropriate decisions, along with the need to modify plans as required.</p>	
B.5	<p>Demonstrate the capability to manage a range of incidents</p> <p>Candidates will be able to deal with a wide variety of incidents, selecting and using the appropriate equipment. These skills may be demonstrated whilst:</p> <ul style="list-style-type: none"> ● Using a variety of strategies for group control, communication, leadership styles and positioning, keeping a group together, e.g. group huddle. ● Moving groups in more challenging situations, e.g. rips, waves, caves, zawns, boulder fields. ● Dealing with both minor and more serious incidents that involve people <p><i>Minor incidents may include, but not be limited to - stings, fishing line entanglement, unfit participants, sprains and strains, etc.</i></p> <p><i>More serious incidents may include, but not be limited to, an open fracture, unconscious casualty, spinal injury, etc.</i></p> <ul style="list-style-type: none"> ● Undertaking the lead during incidents that involve rescue in different circumstances and conditions, thereby requiring a working knowledge of a variety of approaches, which may include the use of the Group and/or Assistant Guide. ● Whilst doing this, the candidate will ensure an overview of the situation so that the safety and well-being of the whole group is maintained. ● The candidate must also demonstrate an understanding of hypothermia and any other post injury complications (e.g. evacuation from a location) ● The guide must be able to evidence they are carrying and able to appropriately use the minimum equipment as stated in the current version of the 'Safety Advice for Coasteering Guides', as well as any site-specific safety and/or emergency equipment suitable for the venue/group/conditions. 	1:2
B.6	<p>Provide guidance through top tips and handy hints</p> <ul style="list-style-type: none"> ● Guides will show their ability to share and teach top tips to group members to improve their coasteering ability and confidence, as well as give sufficient information in order to achieve a successful outcome for the session. 	1:2



B.7	<p>Be able to connect how we can learn from coasteering activities to the challenges that are threatening our coastlines and communities</p> <ul style="list-style-type: none"> • Coasteering connects people to nature in ways that are more visceral than many other outdoor activities and provides the opportunity for understanding risk, challenge, and response. The candidate is expected to demonstrate ways of using coasteering and the environment they are moving through to make connections between climate-related sea-level rise, pollution, plastics and personal response to risk. • As a result of this, clients will be able to better connect personal action wherever they are, to the protection of the ocean and coastal environment we treasure so deeply. Done well, all education elements to coasteering will enrich the client's experience, not dim it. 	1:2
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Part C – Rescue Skills		Ratio
<p>Candidates will have a broad awareness of the challenges and problems associated with leading coasteering in the intertidal zone.</p> <p>Candidates will implement simple solutions to problems that they may encounter whilst coasteering. This will include undertaking dynamic risk assessments for them and the group they are coasteering with. The Candidate will show a broad awareness of the hazards and potential common issues that they may come across in the coasteering environment.</p>		
C.1	<p>Have knowledge of and demonstrate the skilful application of appropriate rescue skills in the coasteering environment</p> <ul style="list-style-type: none"> • Candidates will be able to implement a range of rescues and show how to adapt them to the prevailing conditions and features, including dealing with incapacitated coasteers. 	1:4
C.2	<p>Understand the limitations of solo guiding and the use of group members as part of an emergency action plan</p> <ul style="list-style-type: none"> • Assessment will allow the candidate to demonstrate an understanding of the challenges and limitations of working as a lone guide, and also the roles and responsibilities within groups. 	1:4



C.3	<p>Be conversant with different methods of towing</p> <ul style="list-style-type: none"> • Candidates will be able to show and understand the use of a variety of tows in context and relevant to the conditions, whilst maintaining clean lines and quick release methods. • Examples include (but not limited to): Foot tow, shoulder strap tow, husky tow (two person tow), safety bag tow, rescue tube tow , tow line tow, towing using a throwline, towing the line and not towing the casualty. • Candidates will be expected to tow a casualty over a distance of 100m and ensure they are checking on the welfare of the casualty throughout. 	1:4
C.4	<p>Be conversant with different methods of using throw lines</p> <p>The candidate will know and understand the use of a throwline, including throwing rescues and throwline management, reaching rescues, and the use of a throwline to tow.</p> <p>As well as being able to:</p> <ul style="list-style-type: none"> • Throw accurately (casualty should be able to reach the line) • Candidates must be able to reach a casualty with a throwline over a 10m distance. • Candidates have 3 attempts to do this • Candidates must show good stance/body positioning and rope/bag management throughout • Coil and re-throw a line • Use a throwline as a swim line • Use of a line to cross a zawn • Use others/wider group to help with throwline methods 	1:4
C.5	<p>Be conversant with the use of Tape/ Sling/Rope</p> <ul style="list-style-type: none"> • The Candidate will be able to use this as a method of rescue and or support. They will have a working knowledge of the advantages and disadvantages of slings vs tapes vs short length of rope/floating rope vs full throw lines. Length of tape 3- 5 M. 	1:4



Part D - Theory		Ratio
<p>Candidates will show an awareness of potential risks, safety precautions and safety thresholds pertinent to leading groups to the upper end of the remit. A written paper may form part of an assessment.</p>		
D.1	<p>Equipment and design</p> <ul style="list-style-type: none"> • The candidate will show knowledge and experience of using a range of equipment, including the most up-to-date. • When questioned, they will be able to explain how and why modern equipment has evolved, and which equipment best serves the situation. 	1:4
D.2	<p>Safety (including Coast Guard and other Marine/Land Rescue Services)</p> <ul style="list-style-type: none"> • The candidate will demonstrate a working knowledge of how the national and local emergency services function. 	1:4
D.3	<p>Planning weather, waves, and tides</p> <ul style="list-style-type: none"> • The candidate will be aware of a variety of sources of weather, wave, and tidal forecasts. They will be able to interpret weather, wave and tidal forecasts and be mindful of the conditions actually experienced. They must show an understanding of the impact of weather, tide, and sea on the conditions that they encounter at the venue. • The candidates will decide on the correct location for the conditions of the day, given all macro and micro forecasts available, the group dynamics, and any external factors, i.e. access issues and if necessary, adjust plans as required by the conditions and or clients. 	1:4
D.4	<p>Wellbeing, health and first aid</p> <ul style="list-style-type: none"> • Candidates will show that they can deal with the most likely injuries that may occur as part of coasteering. It should be evident that the candidate can deal with an incident and see it safely through to its conclusion (including simple evacuations, dealing with emergency services and group care). 	1:2



D.5	<p>Group awareness and management</p> <p>Candidates will have an awareness of the full spectrum of responsibilities whilst being a Coasteering Guide, including:</p> <ul style="list-style-type: none"> ● Personal, legal and ethical responsibilities ● Conduct ● The role of the NCC and working knowledge of the Important Documents (found on the website), e.g. 'Safety Advice for Coasteering Guides' & 'Coasteering Code of Conduct for Guides' ● National and local rescue services ● Access ● Environment 	1:2
D.6	<p>General knowledge</p> <ul style="list-style-type: none"> ● Candidates will have an understanding and awareness of where Coasteering originated and of its current development through the National Coasteering Charter. 	1:4
D.7	<p>Leadership responsibilities</p> <ul style="list-style-type: none"> ● Candidates will understand their role and responsibilities as a leader in the intertidal environment. 	1:4
D.8	<p>Water features and hazards</p> <ul style="list-style-type: none"> ● Candidates will understand the characteristics of swell, tidal height, and surf on a range of features. 	1:4

Part E – Environment		Ratio
E.1	<p>A knowledge of codes of conduct/legislation relating to local native marine life and coastline ecology.</p> <ul style="list-style-type: none"> ● To include a working knowledge of the NCC Coasteering Code of Conduct for Guides ● We recommend sitting an Adventure WiSE course to upskill your marine environmental knowledge. 	1:4



Direct Assessment

The best way for a candidate to evidence the assessment prerequisite for appropriate training is to attend an NCC Coasteering Guide Award Training Course. However, candidates can also present directly for an assessment, providing they have clear evidence that an appropriate trainer has provided coasteering training that meets the [training syllabus](#) of the NCC Guide Award. Evidence would be required when presenting for a direct assessment.

Registration and Booking

- Please follow the steps as per '[Assessment Course - Guidance Notes](#)'

Providing Evidence of Pre-requisites

- Please see the prerequisites stated in the '[Assessment Course - Guidance Notes](#)' section as per the Assessment Course

Candidates presenting for a direct assessment will need to make it clear in their log book how and where they have received training that meets the NCC Coasteering Guide Award Syllabus if you HAVE NOT attended an NCC Coasteering Guide Award Training Course.

This may need to take the form of a call/face-to-face meeting with the provider of the assessment, who may need to ask further questions and ask for clear evidence to ensure the prerequisites are met.

Maintaining the Award

Once a candidate has successfully passed their assessment, the award will remain valid providing the following are maintained by the candidate:

- An up-to-date current log of coasteering experience
- Individual membership of the NCC
- Valid first aid certificate



Complaints and Appeals

If a candidate has a complaint about a training and/or assessment course or would like to appeal the outcome of the assessment, the first step is to discuss the decision or complaint with the provider of the course.

Should there be no resolution at this point, the candidate may make a formal complaint via the NCC's Complaints Procedure found on the NCC Website:
<https://www.nationalcoasteeringcharter.org.uk/coasteering-document-downloads/>



NCC Guide Award Probationary Provider Pathway

1) Application

The committee will meet annually or, if a request is made for special consideration, to look at the number of providers and the requirements for any additional providers, any immediate need, and to develop new providers. Following this, the NCC will open the process, and applications will be welcome from suitably qualified and experienced applicants. This will usually be announced at the AGM along with the deadlines for applications and feedback to applicants. Generally, it is expected that there would be around 2 - 3 active providers providing courses within a region, which will allow for a good range of courses and continuity if a provider no longer delivers the award.

Potential candidates **MUST** be able to evidence ALL ASPECTS of the following criteria:

NOTE: It is the candidate's responsibility to ensure that it is clear in all aspects of the application how they are meeting the criteria. There is supporting guidance in the Appendix of this document.

- I. 600 Hours Experience of Coasteering (which would include training and mentoring of coasteering staff)
- II. 3 years of experience in deploying coasteering guides and/or adventurous marine water activities. Deployment means deciding which members of staff go where, given the conditions of the day.
- III. Hold the NCC Guide Award
- IV. Hold Current NCC Individual Membership
- V. Hold an award in teaching and/or training/assessing (e.g. other NGB TA Status, AET level 3)
- VI. Min 3 years active NCC member with evidence of attending at least 4 regional meetings
- VII. Attend at least one NCC Bi-Annual Symposium within the last 3 years
- VIII. Obtain a reference from 2 current members of the NCC to validate your application. One of these should be from a current provider of the NCC Guide Award
- IX. Provide details of where the applicant deems there to be space in the market for delivering training and assessment, including any market research undertaken

Nominated candidates should use the application form to highlight their experience and evidence of how they meet the above criteria.

You will find the [Application Form](#) in the [Appendix](#) section of this document. Please email the NCC Guide Award Administrator if you would like this in another format (e.g. word, google docs etc.)



2) Guidance for Evidencing Criteria

Criteria Points I & II:

- 600 Hours Experience of Coasteering (which would include training and mentoring of coasteering staff)
- 3 years of experience in deploying coasteering guides and/or adventurous marine water activities. Deployment means deciding which members of staff go where, given the conditions of the day.

For both of these criteria, please ensure that your application makes it clear how you meet this. Supporting log books, a summary of dates, organisations you have worked with, and in what roles are all very useful pieces of information that will help the committee verify your experience.

Criteria Points III & IV:

- Hold the NCC Guide Award
- Hold Current NCC Individual Membership

Please include a copy of your certificate (guide award) and evidence of your individual membership.

Criteria Point V:

- Hold an award in teaching and/or training/assessing (e.g. other NGB TA Status, AET level 3)

For this criterion point, the NCC is ensuring that a probationary provider has the necessary experience in delivering training and assessing competence. The probationary pathway does not include training on training and assessment methods, standards, and processes; therefore, we ask that applicants can evidence a suitable award or equivalent experience in training and assessing.

Examples of awards that would verify your training and assessment skills are:

- AET Level 3 (or higher)
- Teaching Qualification / Certificate in Education

Another way of demonstrating this experience is if you are a trainer/assessor in another NGB (or similar) qualification, for example:

- NVBLQ TA
- First Aid Training Provider
- RYA Powerboat Instructor
- Mountain Training Course Director for CWI / RCI, etc.



This is just an example list. There are many awards in training and assessment that exist (including schemes in public services, military, etc.)

It is recommended that when the applicant states which award they are using to evidence this criteria then as much detail as possible is provided in the application form. It may be necessary for the NCC to discuss this directly with the applicant, should there be any further information needed.

Note: Being a Technical Advisor or Expert is not evidence in its own right to meet this criterion. It is useful supporting evidence alongside other awards held in training and assessment.

Criteria Points VI & VII:

- Min 3 years active NCC member with evidence of attending at least 4 regional meetings
- Attend at least one NCC Bi-Annual Symposium within the last 3 years

We would expect to see ongoing and continual commitment to the NCC both nationally and regionally. This may have some gaps (e.g. if you change jobs, sickness or maternity/paternity leave, etc.) In cases where your experience and involvement span several years with gaps and breaks, please help us to understand why there were breaks by giving this information.

Criteria Point VIII:

- Obtain a reference from 2 current members of the NCC to validate your application. One of these should be from a current provider

Ensure you have discussed your application and provided a copy of the full application to the referee. We may contact the referees, so it is critical that they are aware of your application and have had time to consider the information and their endorsement of the application.

Criteria Point IX:

- Provide details of where the applicant deems there to be space in the market for delivering training and assessment, including any market research undertaken.

To help us and the referee determine where there are opportunities to deliver and develop the delivery of the award, please give as much detail as possible. The NCC is trying to strike a balance between having enough providers and enough demand to keep providers active, as well as ensuring there is some succession planning and future-proofing of the delivery should a provider stop delivering the award for any reason. If you have details of the number of courses you plan to run, who they will be for, and where you think the participants will come from for your courses, then please include this.



3) Appointment

An appointed panel of the committee will meet to review and scrutinise the applications; this may involve further discussion with the applicant before the final application goes to the full committee for approval.

Any feedback and decisions will be met within the stated deadlines, where possible.

The candidates will be contacted to inform them of the application and offer feedback if requested.

4) Probationary Provider Status - Pathway to Full Status

Where a candidate has been appointed as a probationary provider, the NCC Guide Award Administrator will arrange an onboarding meeting where the obligations, expectations and administration will be detailed and documented. As a summary, the route to obtaining 'Full Status' includes the following, which must be logged and evidenced in line with administration procedures outlined in the NCC Guide Award Provider Administration Handbook:

Assist in the delivery of 2 training courses

1 of these courses would be in an assisting / observing role. (Observed)

1 of these courses would be run and delivered (with support) by the probationary provider. (Supported Delivery)

Both courses must be observed by different providers

Following each course, the mentor would complete a Probationary Providers Mentor Form and share a copy of this with the probationary provider, along with any specific feedback or actions required.

Assist in the delivery of 2 assessment courses

1 of these courses would be in an assisting / observing role. (Observed)

1 of these courses would be run and delivered (with support) by the probationary provider. (Supported Delivery)

Both courses must be observed by different providers.

Following each course, the mentor would complete a Probationary Providers Mentor Form and share a copy of this with the probationary provider, along with any specific feedback or actions required.

Attend Provider Update and NCC Symposiums

Provider Update meetings are held each year. There is a mix of online and in-person meetings.

Symposiums are held bi-annually and every effort must be made to attend these



Notes:

- This process should be completed within 2 years, but may be extended with approval from the committee.
- The above actions are the minimum evidence and experience required. Probationary providers must be signed off by the observing provider and may be asked to run additional training/assessment courses if required.
- Probationary providers must be observed by a minimum of 2 providers.
- Probationary providers can use past experience prior to the application starting as logged evidence (providing this can be signed off by a current provider)

Once the required evidence has been logged and completed, the probationary provider must submit the evidence to the NCC committee.

The committee will discuss the evidence with the observing providers and agree on the outcome.

This could be - more experience required (with a provided action plan) or Provider Status

Where provider status is granted, the provider must then:

- Complete the provider details form so their public details can be displayed on the website
- Pay the provider status fees
- Sign the Provider Agreement



Appendix

1) Related Policies and Documents

There are useful links for Coasteering Guides on the NCC Website in the 'Guide Award' area:

<https://www.nationalcoasteeringcharter.org.uk/coasteeringguideaward/>

These include -

- [📄 2026 NCC Guide Award Providers Details](#)
- [📄 Sample Logbook.xlsx](#)

In addition, there is a range of supporting documents that can be found on the NCC Website:

<https://www.nationalcoasteeringcharter.org.uk/coasteering-document-downloads/>

These include, but are not limited to:

- Code of Conduct for Coasteering Guides
- Safety Advice for Coasteering Guides
- Incident and Accident Report
- Incident and Accident Statistics (analysis)
- Complaints and Appeals
- Technical Advisor Criteria

NOTE: Please refer to the website for the latest version of any document or link



Please state your award(s) and experience in teaching and/or training/assessing:
(e.g. other NGB TA Status, AET level 3)

Date/location of attendance at an NCC Bi-Annual Symposium:
(within the last 3 years)

Please summarise your active involvement with the NCC / NCC region over a minimum of 3 years:
(This should include dates of meetings/workshops/regional meets, etc.)

Please detail your plans and market research to evidence the demand and need for NCC Guide Award Training and Assessment Courses:
(This should include details of markets you have access to, expected numbers of courses per year, areas or regions where you may deliver your training and assessment)



Any other relevant information that would support your application:

References:

Please have this section completed by 2 referees who are current NCC Members. At least one referee must be a current NCC Guide Award Provider.

Reference 1)

Name:	
NCC Region:	
Contact Email Address:	
Contact Number:	
Business/Trading Name (if applicable):	
Are you an NCC Provider?	
Please provide a supporting statement:	



Reference 2)

Name:	
NCC Region:	
Contact Email Address:	
Contact Number:	
Business/Trading Name (if applicable):	
Are you an NCC Provider?	
Please provide a supporting statement:	