



ROYAL
LIFE SAVING
SOCIETY UK
www.rlss.org.uk



Community
**INSTRUCTOR
COURSE**

Syllabus & Guidance



Community Instructor

COURSE INFORMATION

COURSE	Community Instructor Course
PURPOSE	To qualify Instructors to deliver the Community Outreach Workshops
COURSE OUTCOMES	<p>By the end of this module candidates will have gained:</p> <ul style="list-style-type: none">• Basic knowledge of the RLSS UK• An understanding of the roles and responsibilities of an RLSS UK Community Instructor• An understanding of how the community workshop teaches learners through VAK (Visual, Auditory, Kinesthetic (Learning styles)) techniques• An understanding of class management and safety during the workshops (including manikin cleansing)• The ability to teach the community workshops competently• An understanding of the administration of the community workshops• An awareness of the RLSS UK Safeguarding Children and Vulnerable Adults policy
STAFFING	<ul style="list-style-type: none">• The course must be delivered by a Lifesaving Instructor Tutor• 1 Instructor Tutor to 12 candidates (up to 24 candidates with 2 or more Instructor Tutors)
CANDIDATE PRE-REQUISITES	<ul style="list-style-type: none">• Aged 16 years or older• Current Life Support 3 Award (can be taken during this module). Candidates who hold medical qualifications will often have learned discipline specific CPR techniques, through completing the Life Support 3 Award all Community Instructors will be familiar with the RLSS UK approved techniques• 6 months membership will be given to any non-members attending this course. It is the Instructors responsibility to maintain this membership
COURSE ADMINISTRATION	<ul style="list-style-type: none">• The course tutor must register the course with RLSS UK 28 days prior to the start date (registration at www.rlss.org.uk)• Candidates must have their own copy of the Community Instructor Candidate Pack at the start of a course• The Course Tutor must send the completed Course Assessment Form to RLSS UK within 28 days of the course completion• Upon completion of the course the Course Tutor should complete the Candidate Attendance Return Form and return to RLSS UK
COURSE ORGANISATION	<p>This course can be delivered:</p> <ul style="list-style-type: none">• As a one day course• In sessions to best suit the needs of the candidates

Community Instructor

COURSE INFORMATION *continued...*

COURSE ASSESSMENT	<ul style="list-style-type: none">• The Course Tutor is responsible for overseeing the assessment of the candidates• Each candidate will be observed and assessed through continuous assessment during the course• Each candidate is required to demonstrate all of the learner outcomes identified on the Assessment Form, these are:<ul style="list-style-type: none">• The candidate has met the course pre-requisites in age (16yrs+) and Life Support 3• The candidate has completed all required elements of the Community Instructor Course• The candidate has shown the ability to safely, competently and confidently teach the Save a Baby's Life and Community Life Support Workshops• Candidates who cannot demonstrate all of the learner outcomes during the course must fail the course• The Course Tutor will notify the candidates of their results at the end of the course• Unsuccessful candidates may re-take the course
ALLOCATION OF HOURS	<p>Course duration is for guidance only. The course duration should reflect the needs of the candidates:</p> <ul style="list-style-type: none">• 6 hours
RESOURCES	<ul style="list-style-type: none">• Tutor: Community Instructor Course Syllabus and PowerPoint Presentation• Candidate: Community Instructor Course Pack
FACILITIES	<ul style="list-style-type: none">• Classroom or similar
EQUIPMENT	<ul style="list-style-type: none">• Projector and laptop• Resuscitation manikins and cleansing wipes
SAFETY	<ul style="list-style-type: none">• The provision of safety guidance is the responsibility of the Course Tutor• The Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) of the training facility must be adhered to

Community Instructor ADMINISTRATION CHART



Course OUTLINE

Total: 4hr 20min (approximate)

PRE-SESSION

SUBJECT	DETAIL	SLIDES	TIME
Life Support 3	<ul style="list-style-type: none">Provide any training and assessment required for Life Support 3 pre-requisiteAssessments can be recorded on the Community Instructor Course Assessment Form	N/A	N/A

INTRODUCTION

SUBJECT	DETAIL	SLIDES	TIME
Welcome	<ul style="list-style-type: none">Tutors and candidates to introduce themselves to the groupHousekeeping issues (emergency exits, toilets, refreshments etc)Summary of the course	1	10min
RLSS UK, and ice breaker activity	<ul style="list-style-type: none">Activity: The awards and qualifications of the RLSS UKDiscussion on the Structure of RLSS UK, including roles and responsibilities	2-6	10min
The Community Outreach Programme	<ul style="list-style-type: none">Aim of the workshopsWorkshop structure and guidanceWorkshop administration/organising a course	7-9	10min
The Community Instructor	<ul style="list-style-type: none">Roles and responsibilitiesActivity: Attributes of a good InstructorThe need to be in RLSS UK Membership and maintain a Life Support 3 qualification	8-12	10min

SAFETY MANAGEMENT

SUBJECT	DETAIL	SLIDES	TIME
General Safety and Safeguarding	<ul style="list-style-type: none">The venue NOP and EAPRisk AssessmentSafeguarding children and vulnerable adultsInformation and Support	13-18	10min
Manikin cleansing	<ul style="list-style-type: none">Activity: Manikin cleansing	19	10min

TEACHING, LEARNING & CLASS MANAGEMENT

SUBJECT	DETAIL	SLIDES	TIME
Learning styles, teaching methods and workshop resources	<ul style="list-style-type: none"> Learning styles Using the workshop resources to deliver to all VAK learning styles 	20–22	5min
Presentation Skills	<ul style="list-style-type: none"> Personal skills Optional Activity: Presentation exercise Class management and positioning 	23–24	15min

SAVE A BABY'S LIFE WORKSHOP

SUBJECT	DETAIL	SLIDES	TIME
Demonstration	<ul style="list-style-type: none"> Tutor led Save a Baby's Life (SABL) workshop (this is how it's done) Questions about the workshop 	SABL Presentation	30min
Preparation for Delivery	<ul style="list-style-type: none"> Activity: Working individually or in groups, candidates practice/prepare the delivery of a SABL workshop 	SABL Presentation	10min
Candidate Presentation	<ul style="list-style-type: none"> Activity: Candidates deliver the whole, or sections of the SABL workshop Provide feedback/ongoing assessment 	SABL Presentation	45min

SAVE AN ADULT'S LIFE WORKSHOP

SUBJECT	DETAIL	SLIDES	TIME
Demonstration	<ul style="list-style-type: none"> Tutor led Save an Adult's Life (SAAL) workshop (this is how it's done) Questions about the workshop 	SAAL Presentation	30min
Preparation for Delivery	<ul style="list-style-type: none"> Activity: Working individually or in groups, candidates practice/prepare the delivery of a SAAL workshop 	SAAL Presentation	10min
Candidate Presentation	<ul style="list-style-type: none"> Activity: Candidates deliver the whole, or sections of the SAAL workshop Provide feedback/ongoing assessment 	SAAL Presentation	45min

REVIEW & SUMMARY

SUBJECT	DETAIL	SLIDES	TIME
Review of the Course	<ul style="list-style-type: none"> Remaining questions and queries Inform candidates if they have passed or failed the course Assessment Form paperwork 	N/A	10min