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# THE ASSESSOR GRADING SYSTEM



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## Advice To Coaches on:

# The Assessor Grading System

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**Note: The BCU North American Administrator acts as the RCO for North America**

## APPENDIX 1 - BCU AWARDS - minimum staffing requirements

Qualification	Students	Assessor	Students	Assessor
Level 1 Coach	1 - 6	1 x A2	7 - 12	1 x A2 + 1 x A1
Level 2 Training	2 - 6	1 x A3	1 - 12	1 x A3 + 1 X A1
Level 2 Assessment	1 - 4	1 x A3	5 - 8	2 x A3
Level 3 Training	2 - 6	1 x A4	7-12	2 x A4 or 1 A4 + 2 x A3
Level 3 Assessment	2 - 8	2 x A4		
5 Star Test Training	2 - 4	1 x A4 L5	5-8	2 x A4 Level 5
5 Star Test Assessment	2 - 4	1 x L5 A5 + 1 x L5 A4		
	5 - 8	2 x L5 A5		
Coaching Processes	1 - 6	1 x Approved Director + tutor (max group size 12)		
Whitewater Safety	1 - 5	1 x Level 4 Approved Director + Level 4 coach.		
Assessor Training Day	1 - 12	1 x Approved trainer.		
#Injury Prevention	1 - 8	#1 x Approved trainer		
# (would be different in Scotland	2	Trainers to a max of 12 students)		
All the above courses, except 5 star training require course approval under a Contracted Course Provider.				
Junior Canoe Safety Test	1-8	Canoe Safety Test Assessor or Canoe Lifeguard Trainer		
Canoe Safety Test	1 - 8	Canoe Safety Test Assessor		
Aquatic First Aid Level 1	1 - 8	Level 1 Aquatic First Aid Trainer		
Aquatic First Aid Level 2	1 - 8	Level 2 Aquatic First Aid Trainer CANOE Res-		
cue Test	1 - 8	Lifeguard Examiner or Lifesaving Assessor		
*Kayak 3 Star Test	*1 - 6	Level 3 coach or higher in the appropriate discipline		
*Kayak 4 Star test	*1 - 4	Level 3 Coach or higher with A1* status		

\*(recommended ratio only)

- 1 In every case the Assessor grade has to be specific to the discipline concerned.
- 2 The above ratios are minimum requirements. Course Providers are encouraged to provide opportunities, where practical, for additional aspirant assessors to assist on courses and thus gain the necessary experience to progress through the assessor system.
- 3 Course numbers may be increased but staffing numbers must be duplicated. Maximum numbers should not be such that they detract from quality provision.





Level 1 \* Assessor before becoming a Level 2 assessor in the new discipline and A2 before becoming A3.

A4 Assessor's need only gain the relevant Level 4 Coach Award in the new discipline and complete 1 Training and 1 Assessment at Coach Level 3, to the satisfaction of unrelated BCU Approved Course Providers. To transfer their A4 status to a new discipline.

In all instances the relevant Assessor status will be confirmed in writing, and the relevant code added to the member's record.

### ***Maintaining Assessor Status.***

In order to maintain assessor status it is necessary to be current and up to date. Working on 3 courses within a three year period is the minimum required. Please note that this is regardless of whether it is Training or Assessment and the number or levels of Assessor grades one holds, i.e. any 3 courses within a three year period. Approved Course Providers should sign your log book to say they were satisfied with your input on the particular course. New courses that you intend to work on will require proof that you are up to date, by seeing signatures from past Approved Course Providers.

if you are not current and up to date. You can update by 'helping' on three courses within three years i.e. the Approved Course Provider may well need to offer training and will certainly need to monitor standards. Once completed you will be current again.

### ***The running of BCU Coaching courses.***

Any BCU Coaching course (Training or assessment) must be run under the auspices of a BCU Contracted Course Provider. Please apply to your association if you require further information about this role.

Some Assessors hold a special award of A3\* status. It denotes they can direct or assist on relevant Level 1 to 3 courses. This status is now no longer being awarded to any assessor.

### **THE ASSESSOR GRADING SYSTEM. - AMENDMENT APRIL 2001.**

Assessor grades are 'discipline specific': i.e. an Assessor can only train or assess for qualifications which they themselves hold, and, except for grade 1, the status applies to the discipline for which they have been endorsed. (Please remember a BCU Approved, Contracted Course Provider, must oversee all coaching courses.)

Grade	Minimum qual.	Terms of reference
A 1	Level 2 Coach	Assists on relevant level 1 Coach Training/Assessment courses.
A1*	Level 3 Coach	Can test for relevant 4 Star Award.
A2	Level 3 Coach	Can act as Course Director on relevant Level 1 Coach Training or Assessment courses and assist of i Level 2 Coach Training or Assessment.
A3	Level 3 Coach	Can act as Course Director on relevant Levels 1 or 2 Coach Training or Assessment courses, and assist on Level 3 Coach Training or Assessment courses.
A4	Level 4 Coach	Can act as Course Director on relevant Levels 1, 2 or 3 Coach Training or Assessment courses. Level 5 coaches who hold the relevant A4 status may assist on 5 Star training and assessments.
A5	Level 5 Coach	Can act as Course Director on relevant 5 Star Training or Assessments.

Note: Approved BCU personnel can only run a number of courses, these are:

- Level 5 Coach
- White Water Safety
- Coaching Processes
- Injury Prevention
- Assessor Training

Please contact the relevant National Association for information regarding these.





## **Achieving Assessor Status.**

*To become an A1, the following is required*

- 1 Hold a minimum of the Level 2 Coach Award.
- 2 Attend a BCU Assessor Training Day.

*To become an A1\* the following is required:*

- 1 You must hold the relevant Level 3 Coach Award.
- 2 Have attended an Assessor Training day as above.
- 3 Have completed a 4 Star Assessor log book and have it signed off by the relevant RCO via the BCU Coaching Office.

*to become an A2, the following is required:*

- 1 Hold the relevant A1 \*Assessor Status.
- 2 Have applied for and completed the relevant A2 Log book. This must have been completed in a satisfactory manner against the stated criterion and have been signed off by two unrelated Approved Course Providers. When all the relevant signatories endorsing the candidate's suitability for grade 2 Assessor status have been obtained, the Log Book is returned to the BCU office for forwarding to the candidate's RCO for endorsement. The RCO is responsible for monitoring standards, and is entitled to refuse to endorse an application in cases where he or she is not happy that all the criteria have been met, in either fact or spirit.

Grade 2 Assessor status will be confirmed in writing, and the relevant code added to the member's record.

*To become an A3, the following is required:*

- 1 Hold the relevant A2 Assessor Status.
- 2 Have applied for and completed the relevant A3 Log book. This must have been completed in a satisfactory manner against the stated criterion, and have been signed off by two unrelated Approved Course Providers. When all the relevant signatories endorsing the candidate's suitability for grade 3 Assessor status have been obtained, the Log Book is returned to the BCU office for forwarding to the candidate's RCO for endorsement. The RCO is responsible for monitoring standards, and is entitled to refuse to endorse an application in cases where he or she is not happy that all the criteria have been met, in either fact or spirit.

Grade 3 Assessor status will be confirmed in writing, and the relevant code added to the member's record.

*To become an A4, the following is required:*

- 1 Hold the relevant A3 Assessor Status.
- 2 Hold a Level 4 Coach award.
- 3 Have applied for and completed the relevant A4 Log book. This must have been completed in a satisfactory manner against the stated criterion, and have been signed off by two unrelated Approved Course Providers.

When all the relevant signatories endorsing the candidate's suitability for grade 4 Assessor status have been obtained, the Log Book is returned to the BCU office for forwarding to the candidate's RCO for endorsement. The RCO is responsible for monitoring standards, and is entitled to refuse to endorse an application in cases where he or she is not happy that all the criteria have been met, in either fact or spirit.

Grade 4 Assessor status will be confirmed in writing, and the relevant code added to the member's record.

*To become an A5, the following is required:*

- 1 Hold the relevant A4 Assessor Status.
- 2 Hold a Level 5 Coach award.
- 3 Have applied for and completed the relevant A5 Log book. This must have been completed in a satisfactory manner against the stated criterion, and have been signed off by two unrelated Approved Course Providers.

When all The relevant signatories Endorsing signatories endorsing the candidate's suitability for grade 5 Assessor status have been obtained, the Log Book is returned to the BCU office for forwarding to the candidate's RCO for endorsement. The RCO is responsible for monitoring standards, and is entitled to refuse to endorse an application in cases where he or she is not happy that all the criteria have been met, in either fact or spirit

*Grade 5 Assessor status will be confirmed in writing, and the relevant code added to the member's record.*

## **The Gaining Of An Additional Assessor Status.**

Grade 1 assessor status transfers automatically to any discipline for which the assessor obtains a minimum of the Level 2 Coach award.

A1, A2 and A3 Assessors must gain the relevant Coach Level 3 award and complete an Assessor Log in the normal way, for the status to be confirmed in the

