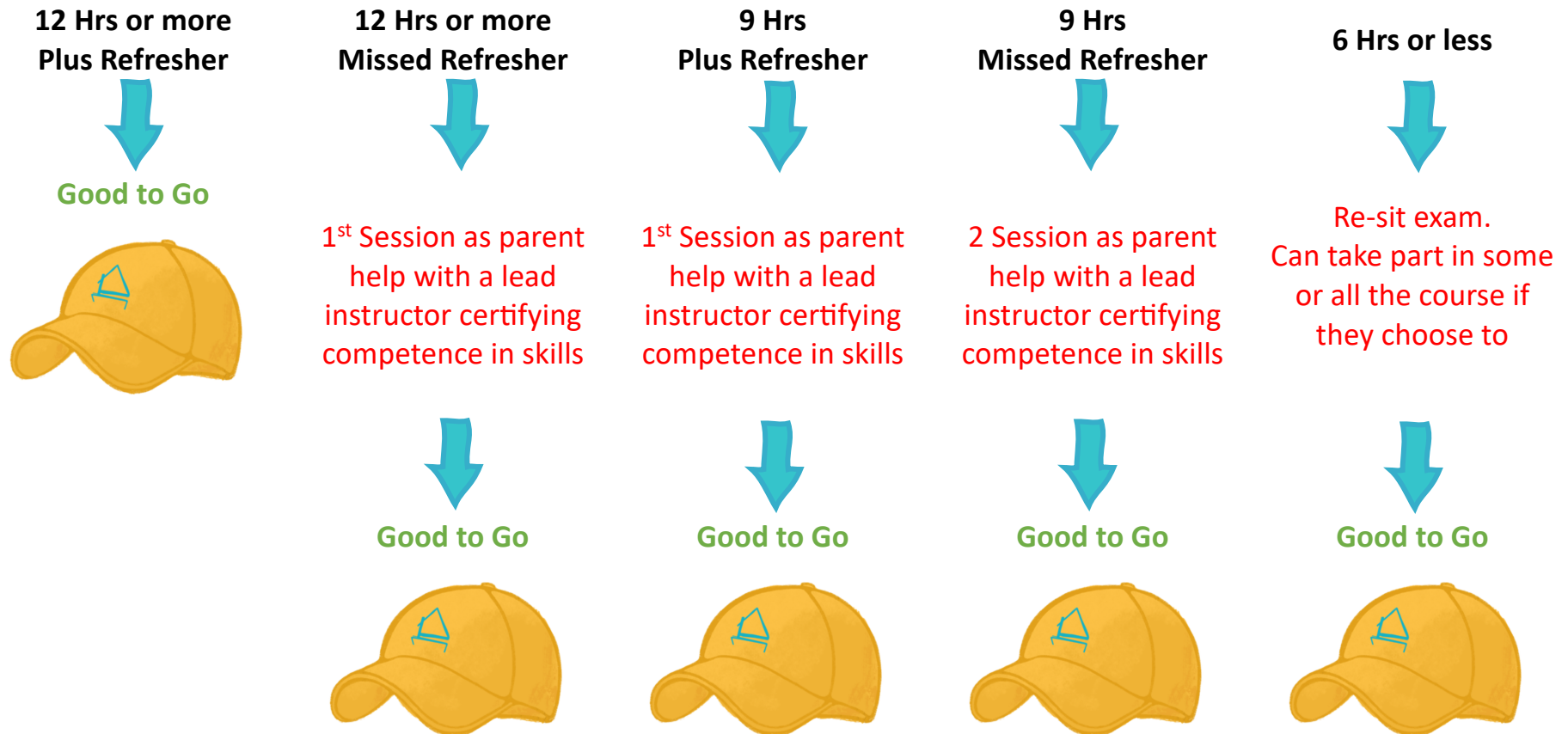


## Policy for Maintaining Active Instructors

### Active Instructor is:-

- Someone who has passed the written and practical tests required for Modules 1 & 2.
- Actively participating in instructing sessions on water and land for 12 hours minimum annually.
- The year is measured July to July. All session must be documented in the log book.
- Attended 2 refresher sessions annually, (if not attended catchup sessions as documented below), one after Christmas break the other after the winter break. They should also have completed the Personal Refresher Checklist online.
- See flow chart below. Please note that make up session do not count towards hours as they are undertaken as parent help.

# Policy to Maintain Active Instructors



**Lead Instructors need to monitor Instructor hours in order to warn those whose hours are low of the consequences**