

TRAINING COURSE CONTROL DOCUMENT

FOR

THIRD CLASS SWIM COURSE

CLASS F2 SCHOOL

A-060-2221

PREPARED BY

NAVAL AVIATION SCHOOLS COMMAND

181 CHAMBERS AVE SUITE C

PENSACOLA, FL 32508-5221

PREPARED FOR

CHIEF OF NAVAL EDUCATION AND TRAINING

250 DALLAS STREET

PENSACOLA, FL 32508-5220

September 1999

BLANK PAGE

TABLE OF CONTENTS

Front Matter	Page
Cover.....	i
Foreword.....	v
Course Data	vii
Student Data	ix
Outline of Instruction	
UNIT 1.0: Third Class Swim Course.....	1
Lesson Topic 1.1: Course Overview and Introductions.....	2
Lesson Topic 1.2: Swimming Skills Assessment.....	3
Lesson Topic 1.3: Survival Floating.....	4
Lesson Topic 1.4: Treading Water.....	5
Lesson Topic 1.5: Breaststroke and Sidestroke.....	6
Lesson Topic 1.6: Elementary Backstroke and Crawlstroke..	7
Lesson Topic 1.7: Shirt and Trouser Inflation.....	8
Lesson Topic 1.8: Abandon Ship Drill.....	9
Lesson Topic 1.9: Third Class Swim Test.....	10
Annex A Resource Requirements List.....	A-1
Annex B Training Materials List.....	B-1
Annex C Skills Profile.....	C-1
Annex D Master Course Schedule.....	D-1
Annex E Instructional Management Plan.....	E-1

BLANK PAGE

FOREWORD

This document was prepared for submission to higher authority for approval. The curriculum outline lists course lesson topics and associated learning objectives, both terminal and enabling, in their sequential order. The standard for achieving the 3rd Class swimmer qualification is 100%. All other objectives must be experienced and practiced, however, no criteria test is required.

In Annex A, prices of some equipment have not been listed because in most cases the equipment is obtained from Defense Reutilization and Marketing activities.

All terminal and enabling objectives are to be completed with 100% accuracy.

BLANK PAGE

COURSE DATA

1. Course Title: Third Class Swim Course
2. Course Identification Number (CIN): A-060-2221
3. Course Data Processing Code (CDP) by Site:
 Naval Aviation Schools Command, Pensacola FL
 Recruit Training Command, Great Lakes, IL
 Naval Education and Training Center, Newport, RI
4. CDP Code: 525R
5. Course Status: New
6. Course Mission Statement: The Third Class Swim Course trains and qualifies students in the Third Class Swim qualification and develops water survival skills. Training shall include "hands-on" training that exposes the students to the various survival skills needed in an open ocean survival environment. Training will also prepare students who continue on to more advanced water survival training. The Commanding Officer shall ensure that current requirements are clearly understood by the staff and students. The Course Curriculum Model Manager shall monitor training through periodic visits of each training site.
7. Occupational Classification: None.
8. Prerequisites: None.
9. Planned Course Length: 3 days (16.0 Hours if taught on a daily/hourly/station basis)
10. Current Course Length: New
11. Training Sites:
 Naval Aviation Schools Command
 181 Chambers Ave Suite C
 Pensacola Fl 32508-5221

 Recruit Training Command
 3301 Indiana St
 Great Lakes, IL 6008-5300

 Naval Education and Training Center
 Code 383
 Newport, RI 02841-5042
12. Site Unique Training Consideration: None
13. Number of Convenings by Site:

	<u>Current</u>	<u>Planned</u>
NAVAVSCOLSCOM, Pensacola FL	New	12
RTC Great Lakes, IL	New	12
NETC Newport, RI	New	12

14. <u>Class Capacity by Site:</u>	<u>Current</u>	<u>Planned</u>
NAVAVSCOLSCOM Pensacola FL		
a. Maximum	New	45
b. Normal	New	30
c. Minimum	New	10
RTC Great Lakes, IL		
a. Maximum	New	80
b. Normal	New	70
c. Minimum	New	30
NETC Newport, RI		
a. Maximum	New	45
b. Normal	New	30
c. Minimum	New	10

15. <u>Planned Average on Board by Site:</u>	<u>Current</u>	<u>Planned</u>
NAVAVSCOLSCOM		
Pensacola FL	New	30
RTC Great Lakes IL		
	New	70
NETC Newport, RI		
	New	30

16. Instructor/Support Manning:

a. Current Navy Swimming and Water Survival Instructor 9510 NEC or Officer equivalent and one BUPERSINST 1710.19 qualified lifeguard are required for 10 swimmers or less. If all swimmers are placed in the deep end at once (deep water defined as water too deep to stand with mouth and nose above the surface) an additional lifeguard must be added to the water for each 10 swimmers or portion there of.

b. During the 3rd Class Swim Test conducted in lesson plans 1.2 and 1.9 the student numbers found in paragraph (a), above will be reduced to (5).

STUDENT DATA

1. Personnel Physical Requirements: Current Navy Physical is specified in chapter 15 of the Manual of the Medical Department. All students shall meet minimum body fat standards as outlined in OPNAVINST 6110.1D.
2. Security Clearance: None
3. Obligated Service: None
4. NOBC/NEC Earned: None

BLANK PAGE

CURRICULUM OUTLINE OF INSTRUCTION

UNIT 1.0: Third Class Swim Course

Contact Periods: 1.0 Classroom, 15.0 Laboratory

Media: None

Security Classification: Unclassified

Terminal Objective:

Completely supported by this unit:

- 1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.1: Course Overview and Introduction

Contact Periods: 1.0 Classroom

Media: Lecture

Terminal Objective:

Partially supported by this lesson topic:

- 1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

- 1.1 State training time out (TTO) and drop on request (DOR) policies, safety precautions, regulations and rules used during training.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.2: Swimming Skills Assessment

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

- 1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

- 1.2 Perform optional swim skills assessment test as per Chapter 13 of the Navy Swimming and Water Survival Instructors Manual, NETC P1552/16.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.3: Survival Floating

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.3 Perform survival floating skills.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.4: Treading Water

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.4 Perform (optional) treading water skills.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.5: Breaststroke and Sidestroke

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.5 Swim the breaststroke and sidestroke.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.6: Elementary Backstroke and Crawlstroke

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.6 Swim the elementary backstroke and crawlstroke.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.7: Shirt and Trouser/Coverall Inflation

Contact Periods: 1.5 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.7 Inflate a shirt and trousers/coveralls while in deep water.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.8: Abandon Ship Drill

Contact Periods: 1.5 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

1.8 Perform abandon ship procedures in deep water.

CURRICULUM OUTLINE OF INSTRUCTION

Lesson Topic 1.9: Third Class Swim Test

Contact Periods: 2.0 Laboratory

Media: Lecture/Demonstration

Terminal Objective:

Partially supported by this lesson topic:

- 1.0 Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

Enabling Objectives:

Completely supported by this lesson topic:

- 1.9 Perform the skills required for Third Class Swim Test listed in Chapter 13 of Navy Swimming and Water Survival Instructors Manual, NETC P1552/16.

NAVEDTRA 130A, VOLUME II

COURSE TRAINING TASK LIST (CTTL)

THIRD CLASS SWIM COURSE

A-060-2221

Course Mission Statement

The Third Class Swim Course trains and qualifies students in the Third Class Swim qualification and develops water survival skills. Training shall include "hands-on" training that exposes the students to the various survival skills needed in an open ocean survival environment. Training will also prepare students who continue on to more advanced water survival training. The Commanding Officer shall ensure that current requirements are clearly understood by the staff and students. The Course Curriculum Model Manager shall monitor training through periodic visits of each training site.

<u>No</u>	<u>Source</u>	<u>Duty/Task</u>	<u>Level</u>
1.	Navy Swimming and Water Survival Instructor's Manual CNET P1552/16 (2-00)	FILL out medical screening form.	K
		READ and sign Training Time Out and Drop On Request forms.	K
		ATTEND safety procedures lecture.	K
		DEMONSTRATE swim skills assessment.	S
		DEMONSTRATE survival floating.	S
		DEMONSTRATE survival floating in organizational clothing.	S
		DEMONSTRATE treading water.	S
		DEMONSTRATE the breaststroke.	S
		DEMONSTRATE the sidestroke.	S
		DEMONSTRATE the elementary backstroke.	S

NAVEDTRA 130A, VOLUME II

<u>No</u>	<u>Source</u>	<u>Duty/Task</u>	<u>Level</u>
		DEMONSTRATE the crawlstroke.	S
		DEMONSTRATE organizational clothing inflation.	
		DEMONSTRATE abandon ship drill.	S
		DEMONSTRATE the Third Class Swim Test.	S

ANNEX A

RESOURCE REQUIREMENT LISTING

<u>NOMENCLATURE</u>	<u>DEVICE NUMBER/NSN</u>	<u>QTY</u>	<u>PER ITEM</u>
AUDIOVISUAL EQUIPMENT			
Video Cassette Player	Open Purchase	1	395.00
27" Television	Open Purchase	1	588.00
MEDICAL EQUIPMENT			
Oxygen System, Portable	1660-00-650-1711	2	1080.00
Pocket Mask with O2 Inlet Valve	Open Purchase	1	19.00
Backboard	Open Purchase	1	153.00
First Aid Kit	6545-00-922-1200	1	42.00
SWIMMERS EQUIPMENT			
Swim Mask, Divers	Open Purchase	6	35.00
Swim Fins, Divers	Open Purchase	6	30.00
Snorkel	Open Purchase	6	8.00
Swimmer's Wetsuit	Open Purchase	1 per Inst	140.00
POOL SAFETY EQUIPMENT			
Rescue Tube	Open Purchase	4	46.00
Ring Buoy, Lifesaving	Open Purchase	4	35.00
Whistle	8465-00-254-8803	6	1.25
Bamboo Poles	Open Purchase	2	12.95
Head Immobilizer	Open Purchase	2	22.00
Diving Brick (10 lbs.)	Open Purchase	2	34.82
LIFE SUPPORT EQUIPMENT			
Dungaree Trousers Size 27 Regular 01-74-4485	Last 4 digits ascend by reg and X-long, size increase by 1" up to size 42" X-long.	10ea	DRMO
Dungaree Shirts Long Sleeve 01-74-4485	Last 4 digits Ascended by X-small Neck, 32" sleeve To X-large neck, 36" sleeve	10ea	DRMO
Coveralls	Last 4 digits Ascend by size 34 to 50	10ea	DRMO

NOTE: Prices of some equipment have not been listed because in most cases the equipment is obtained from Defense Reutilization and Marketing activities.

ANNEX B

TRAINING MATERIALS LIST

		<u>QTY</u> <u>Req'd</u>
PRINTED MATERIAL		None
TRAINING MATERIALS		
Lesson Plan		1
<u>Publications</u>		
<u>NUMBER (MIL PUBS)</u>	<u>TITLE</u>	<u>QTY</u>
	U.S. NAVY WATER SURVIVAL INSTRUCTOR'S MANUAL NETC P1552/16	1
<u>Videos</u>		
SAVPIN# 803165	Survival Swimming	1

ANNEX C

SKILLS PROFILE

THIRD CLASS SWIM COURSE

CIN: Pending

CDP: New

<u>NO</u>	<u>OBJ</u>	<u>WT</u>	<u>SKILL OR KNOWLEDGE ITEM</u>
1.	1.0	1.00	Upon completion of this unit of instruction, the student shall complete Third Class Swim Qualifications as required by MILSPERMAN Art. 1414-010 without injury to personnel or damage to equipment.

ANNEX D

MASTER COURSE SCHEDULE

This annex contains the Master Course Schedule for the Third Class Swim Course.

Operational Hours: 0730-1600
 Length of Period: 50 minutes

<u>Week One</u>						<u>Bottle</u>
<u>Topic No.</u>	<u>Type</u>	<u>Period</u>	<u>(Hours)</u>	<u>Topic</u>	<u>Ratio</u>	<u>Neck</u>
<u>First Day</u>						<u>Ratio</u>
1.1	Class	1	(1.0)	Course Overview and Introduction	30:1	
1.2	Lab	2	(2.0)	Swimming Skills Assessment (OPTIONAL)	10:1	
1.3	Lab	3	(2.0)	Survival Floating	10:1	
<u>Second Day</u>						
1.4	Lab	4	(2.0)	Treading Water (OPTIONAL)	15:1	
1.5	Lab	5	(2.0)	Breaststroke and Sidestroke	15:1	
1.6	Lab	6	(2.0)	Elementary Backstroke and Crawlstroke	15:1	
<u>Third Day</u>						
1.7	Lab	7	(1.5)	Shirt and Trouser Inflation	15:1	
1.8	Lab	8	(1.5)	Abandon Ship Drill	15:1	
1.9	Lab	9	(2.0)	Third Class Swim Test	5:1	

TRAINING HOUR SUMMARY

1. Scheduled Training Time (hours)

<u>Subject</u>	<u>Class</u>	<u>Lab</u>	<u>Exam</u>	<u>Total</u>
Third Class Swim Course	1.0	15.0	0.0	16.0
			TOTAL	16.0

2. Scheduled Administrative Time (Hours) 0

3. Total Training Time

a. Weeks	0
b. Days	7
c. Hours	16

4. Training sites may elect to use station training for this course. Students are directed to stations at various parts of the facility, each equipped with appropriate equipment and staff. The participants perform the skills at that station until signaled to rotate to next station (practice area). Rotating through stations is an efficient way to review previous skills and to prepare for a new skill. This promotes a high level of participant involvement. Safety skills are often taught effectively in this format. If station training is utilized, the time to train may vary depending on class size, student aquatic familiarity, facility size and availability.

ANNEX E

INSTRUCTIONAL MANAGEMENT PLAN

Course Management Data

1. Staff Requirements.

a. A minimum of two personnel are required to conduct this course:

(1) A Basic Swimming and Water Survival Instructor (must be certified by the model manager to conduct this course).

(2) A qualified lifeguard per BUPERSINST 1710.11.

b. Manning/Staffing Lectures and Labs:

(1) A qualified Basic Swimming and Water Survival Instructor or an Instructor Under Training under observation by a qualified instructor must conduct lectures.

(2) A qualified Basic Swimming and Water Survival Instructor and a qualified lifeguard must be on the pool deck during the labs.

These billets are not shared.

2. Facilities Requirements.

a. Classrooms--one. Must have temperature controls, adequate lighting for note taking, and seating capability for applicable number of students.

b. Training Pool Requirements:

(1) Markings: Swimming pools shall be marked in accordance with Section 4-8, Chapter 4, of the Manual of Naval Preventive Medicine (NAVMED P-5010-4).

(2) Pool water: Pool water shall be maintained in accordance with Section 4-9 and 4-11, Chapter 4, of the Manual of Naval Preventive Medicine. Pool temperature will be maintained at the recreation temperatures of 78-82 degrees Fahrenheit.

(3) Shower and Restrooms: Shower and restroom areas will be maintained in accordance with Section 4-8, Chapter 4, of the Manual of Naval Preventive Medicine.

(4) A well-ventilated space must be provided to store and dry wet training gear.

3. Equipment Requirements: In addition to the prescribed equipment identified in Annex B the following equipment conditions are required:

a. Pools must have a fixed or portable audible alarm to signal pool evacuation. A whistle or air horn is sufficient. Students shall be briefed on the signal and what action to take.

b. A portable emergency medical oxygen system, capable of delivering a continuous flow of oxygen shall be poolside ready for immediate use and shall be inspected prior to each training session. Commanding Officers of training activities will ensure that oxygen systems and Poolside Supplemental Oxygen Training Program are in compliance with the CNET Instruction 1500.20.

c. The following equipment shall be poolside, ready for immediate use, and shall be inspected prior to each training session:

(1) U.S. Coast Guard approved ring buoys with manila or polypropylene retrieving lines. Retrieving lines shall be 3/4 diameter or greater and approximately 50 feet in length.

(2) American Red Cross approved rescue tubes, for lifeguard use. (torpedo buoys may be substituted).

(3) A fully equipped backboard with head immobilizer and a minimum of three straps for the victims chest, hips and thighs.

(4) A first aid kit.

(5) A telephone shall be immediately accessible with emergency numbers posted nearby.

(6) Ear wash (to prevent ear infection) should be available. An acceptable solution is 2% acetic acid, 3% distilled water and 95% isopropyl alcohol.

d. Required Personal Safety Equipment:

Instructor: Ring buoy or pole and whistle

Lifeguard (in the water): Mask, fins, and rescue tube

4. Alternate Plan. Waivers and Special Training Situations. Students must complete all course objectives and participate in all required lesson plans in order to graduate. Approval to omit, delete or modify course materials must be submitted to the Course Curriculum Model Manager and approved by the Course Curriculum Authority. If a laboratory application must be cancelled (due to inclement weather, equipment malfunctions, etc.) students must complete the Alternate Training Plan as

specified in the lesson plan. The Commanding Officer may waive certain events if factors (e.g. weather, medical) preclude the students from participating, the course objectives have been met, there is no Alternate Training Plan, and every effort has been made to complete the evolution. Missed training elements shall be annotated as incomplete in individual training jackets.

5. Safety (Mishap plan and/or DOR/TTO)

a. General

(1) This course is considered moderate risk.

(2) Safety Management shall be per CNET Instruction 1500.20.

(3) During laboratory evolution, the instructor will remain on the pool deck to observe students and the lifeguard shall be in the water.

(4) The primary/lead instructor is responsible for ensuring that all necessary precautions are taken before all evolutions commence. All participating staff shall be briefed on how to conduct the evolution, roles to be filled, and responsibilities in the event of a mishap. Prior to pool evolutions, the Primary Instructor/Chief of the Deck shall ensure that lifesaving equipment is available and operable, and that supplemental oxygen is provided.

(5) Staff will strictly adhere to safety requirements located in the lesson plans.

(6) In all cases possible, students shall be prevented from pushing themselves to extremes by lending assistance before a rescue is required. Instructional staff shall call a training time out, instruct students to grab a ring buoy etc. before a rescue is required.

(7) Once proper techniques are mastered, timed events can be achieved without extreme physical exertion. Staff shall terminate student participation in timed events and tests if the student's safety is in question, the student needs additional coaching, or he/she is expending too much energy to perform the skill.

(8) Anytime a student shows signs of panic, fear, extreme fatigue or lack of confidence, the instructor shall stop training, identify the problem and make a determination whether or not to continue training. Instructors shall be alert for any unusual behavior which indicates a student is experiencing difficulty and shall act immediately to ensure the student's safety.

(9) Hazing, improper or degrading rituals, or stress producing activities not specified in the lesson plans are strictly prohibited.

(10) Student illness/injury. Any time a student becomes ill or injured, the nearest instructor shall provide immediate assistance. Instructors shall stop the training, activate the Emergency Action Plan, and complete an Injury/Accident Notification form (as required per training site).

(11) A designated instructor should be in close enough proximity to see and hear the student at all times during the course of instruction of a moderate risk training evolution.

b. Special Safety Precautions

(1) Hyperventilation.

(a) Students participating in underwater activities shall be instructed that hyperventilation (repetitive deep breathing) to achieve underwater swimming endurance can result in shallow water blackout and drowning. Competitive breath holding skills/drills and intentional hyperventilation are prohibited.

(b) All underwater swimming evolutions (testing and training) shall be limited to a maximum distance of 15 yards.

(c) All staff will be alert for students who appear to be under water longer than is safe during practice or testing of any underwater swimming activity and take emergency action as needed.

c. Screen tests. During the initial screen tests, watch students carefully. Swimmers often over-estimate their abilities in desperate attempts to stay with the class. Keep staff alert to watch the deep end carefully.

d. Emergency Action Plan. A local Mishap Plan shall be developed and implemented per CNET Instruction 1500.20 and OPNAV 1500.75.

e. Drop on Request (DOR) and Training Time Out (TTO). Policies and procedures shall be conducted per CNET Instruction 1500.20.

f. Professional conduct. All students and instructors will conduct themselves in a highly professional manner. Hazing through the use of improper or degrading rituals is **strictly prohibited**. Staff or student personnel involved in such activities shall be disciplined under the articles of the UCMJ.

g. Emergency Drills. Drills shall be conducted per CNET Instruction 1500.20.

h. Safety Stand Down Policy. Annual Safety Stand Downs and applicable reviews shall be conducted per CNET Instruction 1500.20 series.

6. Records Keeping

a. Class rosters, showing training received, and grades achieved shall be retained for a period of four years (as applicable).

b. Water Survival Student Screening Forms shall be maintained for 72 hours after completion of training.

c. Student Critiques shall be routed through the immediate chain of command and retained from site evaluation to site evaluation.

7. Graduation. Students must complete all course objectives, lesson plans and laboratories to graduate. Completion will be documented in class rosters.

a. Pool Progress. Students failing to meet minimum swim performance in the training tank shall be referred to the Division Officer for a review of the problem. The Division Officer can:

(1) Assign remedial additional instruction.

(2) Recommend the student be referred to an PRB.

8. Remediation. Training activities shall conduct remedial training for academic and swim failures. This remediation must occur outside the eight hour training day. Appropriate lesson plans from this curricula shall be used to assist students. Remedial training, up to two hours additional instruction daily, may be assigned; however, a minimum of ten hours shall elapse between the additional instruction and the next scheduled event. Students failing to meet minimum levels of performance shall:

a. First occurrence be assigned individual instruction as determined and documented by the Division Officer.

b. Second or subsequent occurrences appear before an ARB to determine if further training is warranted.

NOTE: For remedial swim and additional instruction, all safety precautions shall be observed per this annex.

9. Setback to Another Class. Students experiencing a setback

in training for emergency, medical, ARB, or other reasons will be returned to training in the first available follow-on class. Course instructors who receive a "rollback" student shall be made aware of the reasons for the rollback.

10. Dropped from Training for Academic or Suitability Reasons. If ARB determines no further training is warranted, student will be removed from training and immediately be made available for orders.

Instructor Certification Program.

11. The Instructor screening and certification programs shall be per NAVEDTRA 135A, CNETINST 1500.20 Moderate Risk directives, and the Instructor Trainee Program.

b. Required qualifications and training of staff members shall be documented in individual training records.

12. Record Keeping

a. Class rosters, showing training received, grade achieved, shall be retained for a period of four years.

b. Medical record screening DOR/TTO statement forms shall be maintained for 72 hours after completion of training (as applicable).

c. Student Critiques shall be routed through the immediate chain of command and retained from site evaluation to site evaluation.

ANNEX F

Stretching Exercises

A. Lead students through the following stretching exercises prior to all in water evolutions.

1. Preparation

- a. Stretch within your limits without straining.
- b. Do not hold your breath while stretching and do not bounce.
- c. There is a difference between the feeling of stretch and pain. When you stretch you should stretch to a point where you are feeling an easy stretch then hold and relax. As you relax and the feeling of the stretch changes to a milder stretch, then stretch a little further until you get the feeling of a good stretch again.
- d. Hold stretches for a minimum of 20 seconds.

2. Types of stretches to perform

- a. **Side to side stretch:**
Arm straight up and grasp the left wrist with the right hand. Slowly lean to the right without bending forward at the waist. Repeat in the opposite direction.
- b. **Triceps stretch:**
Touch the left shoulder blade with the left hand and press down on the left elbow with the right hand. Repeat for right arm.
- c. **Posterior shoulder stretch:**
Stand with feet shoulder width apart. Bring the arm that is to be stretched across the chest. Use the opposite arm to pull the arm being stretched towards the chest until the stretch is felt in the posterior shoulder. Repeat for opposite arm.
- d. **Quadriceps stretch:**
Standing with left arm on bulkhead for support with right hand reach back and grab right ankle. Then pull ankle up towards buttocks keeping knees together. Repeat for left leg.
- e. **Groin stretch:**
While sitting with the soles of the feet together and back straight, grasp both feet and pull them as close to the body as possible. Gently pull toes upward, relaxing the musculature of the inner thigh, allowing the weight of the knees to stretch the muscles.

f. **Calf stretch:**

(1) Stand facing the wall approximately four feet away. Lean against the wall, bring the right leg forward while keeping the left leg extended and left heel flat on the deck.

(2) After calf stretch, bend the left knee and shift weight forward to stretch achilles tendon.

(3) Repeat (1) and (2) for the right leg.

(4) Now stretch with both legs extended, heels flat on the deck.