



BCRPA Aquatic Fitness Specialty Module
Expired Fitness Leader
Instructor Competency Evaluation (ICE)

CANDIDATE INFORMATION: Please print clearly. You can access your Fitness Leader account at
www.thefitnessregistry.com

First Name:	Last Name:	BCRPA Leader ID:
Current Email Address in The Registry®:		
Current First Aid & CPR uploaded to The Registry®?	Yes / No	

Instructor Competency Evaluation (ICE) Procedure:

1. BEFORE you contact an Evaluator:

- Refer to pages 5 and 6 for the components of the evaluation and to determine how you will be marked.
- Complete Lesson Plan.
- Obtain permission from a local fitness facility to use it, and its class or your own class, for your ICE evaluation.
- If necessary, arrange to have friends act as “class participants” for the evaluation.

2. Contact an Evaluator: When you are ready for your evaluation, please refer to the list of current evaluators found on this webpage as a downloadable PDF: <https://www.bcrpa.bc.ca/fitness/become-aquaticfitness/#Step6>. Ensure your evaluator is currently registered – check their registration status on The Registry® of Fitness Professionals. You may then contact one directly to make arrangements for your evaluation. The evaluator will discuss the ICE procedure and how to submit pages 3 and 4 for marking. The evaluator will also discuss the date, time and location of the ICE as well as any fees they may charge you to conduct the ICE evaluation.

Your evaluator will email BCRPA confirmation once you have completed and passed the ICE.

PLEASE ALLOW 5 - 10 BUSINESS DAYS FOR PROCESSING upon receiving confirmation from ICE evaluator. BCRPA will notify Fitness Leaders regarding the status of the ICE package.

Date of ICE: _____

LESSON PLAN

This form is to help the evaluator while writing up the Instructional Competency Evaluation form. There is no grade attached to the lesson plan. **You are required to hand this completed lesson plan to the evaluator prior to the evaluation.** Please copy this form if additional space is required.

Song Title, Artist, BPM & Source <i>(eg. Apple Music, Spotify)</i>	Fitness Component	Exercise Selection	Muscle Groups and/or Joints Involved	Special Precautions or Instructions	Time (min)



BCRPA Aquatic Fitness Specialty Module

Expired Fitness Leader Instructor Competency Evaluation (ICE)

Candidate Name _____
 Address _____
 City _____ Telephone (H) _____ (W) _____
 Class Type _____ Level (circle one): Basic / Advanced
 Evaluation Date _____

Key: 1 = Below Standard 2 = Needs Improvement / Below Average 3 = Satisfactory / Acceptable 4 = Good / Above Average 5 = Excellent

A-B. Lesson and Skill Development

Please see page 5-6 for details	Selection of Exercises	Explanation	Use of Music	Safety	Education	Teaching Techniques	
1) Warm up							/30
2) Cardio							/30
3) Muscular Endurance							/30
4) Flexibility & Cool Down							/30
						Subtotal	/120

Comments (specific)

1. Warm up _____

2. Cardio _____

3. Muscular Endurance _____

2. Flexibility and Cool Down _____

B. Professional Qualities

1. Planning (<i>prepared, organized, adaptable, creative</i>)	1	2	3	4	5
2. Language (<i>voice, body language, suitability</i>)	1	2	3	4	5
3. Manner (<i>enthusiastic, encouraging, motivating</i>)	1	2	3	4	5
4. Attitude (<i>responsible, sincere, professional</i>)	1	2	3	4	5

Comments (general)

WRITTEN LESSON PLAN TO BE ATTACHED HEREIN	Subtotal	/20
	Total	/140

Basic=98/140=70% Advanced=112/140 = 80%

Name of Evaluator _____

Phone _____ Address _____

City _____ Postal Code _____

Evaluator's Signature _____ Date _____

Candidate's Signature _____ Date _____

Aquatic Fitness Specialty Module

Instructional Competency Evaluation Scoring Explanation

This evaluation is the standardized form used to qualify the competency of potential Fitness Leaders.

Purpose: The Aquatic Fitness Ice is intended to create an evaluation which is clear, easy to follow, provides standards and encourages consistency. The following categories of scoring have been broken down to a priority rating scale. This is meant to provide a base which all evaluators can judge from to ensure standards are met.

Key: 1 = Below Standard 2 = Needs Improvement / Below Average 3= Satisfactory / Acceptable 4 = Good / Above Average 5= Excellent

Basic Requirements: The maximum possible score is 140 points. A cumulative score of 97 or less will not be acceptable for registration. A cumulative score of 98 plus (70%) is required for registration. If the applicant has scored a "Needs Improvement" (2) or a "Below Standard" (1) rating in more than five categories this will not be acceptable for registration.

Advanced Requirements: The maximum possible score is 140 points. A cumulative score of 111 or less will not be acceptable for advanced registration. A cumulative score of 112 plus (80%) is required for advanced registration. The applicant is only allowed one "Needs Improvement" (2) and seven "Excellent" s (5) must be scored.



A. Lesson Development

1. Warm up (limbering of upper, middle, lower body/moderate locomotion to compensate for water temperature and ensure thermal warm-up)

- Easy limbering of major joints
- Gradual increase in range of motion and circulation
- Adequately stretches major muscle groups, using dynamic and static stretches where appropriate
- 10 - 12% of total class time recommended


2. Cardio (balanced distribution of exercise, variety, intensity, duration)

- Correct technique, posture, breathing and pacing is demonstrated and taught
- Attention is given to muscle balance and excessive repetition is avoided (particularly arms out of the water for extended periods of time and hip flexors vs gluts)
- Level of intensity is appropriate with modifications given for different levels within class
- Class flows with continuous movement and exercises are appropriate for water depth
- 40 - 70% of total class time, dependent on population

3. Muscular Endurance (well-balanced, technique, posture, variety of exercises)

- Correct posture and body placement is demonstrated and taught
- Instructor demonstrates correct technique when using muscular endurance or strength
- Attention given to muscle balance and a variety of exercises are used
- Recommend 20 - 40% of total class time or adapted into intervals

4. Flexibility and Cool Down (appropriate muscle groups, relaxation and attention to breathing)

- Exercises are planned to stretch major muscle groups
 - Correct body alignment and posture is demonstrated and taught
 - Modifications and alternatives are given when appropriate
 - Encourages physiological and psychological relaxation
 - 10 - 12% of total class time, encouraging some movement between stretches to compensate for rapid cooling effect of water
- 



B. Skills in Teaching

1. Selection of Exercises (appropriate flow, variety, well-rounded, water depth, proper use of equipment)

- Effective use of the physical principles of water in exercise selection (i.e. buoyancy, resistance, drag)
- Correct use of equipment in terms of body position, technique and balance
- Effective use of exercise in relation to water depth
- Exercises involve a variety of muscle groups and provide muscle balance
- Smooth transitions from one exercise to the next
- Exercises are appropriate for stated training effect

2. Explanation (verbal and non-verbal)

- Introductions and guidelines are given
- Clear, concise instructions and demonstration
- Sufficient information is given to guide participants safely (i.e. cueing of proper body positioning)
- Instruction progresses from simple to complex
- Body language – energetic and enthusiastic

3. Use of Music (selection, volume, quality, ability to coordinate with music)

- Music is motivating, suitable, appropriate volume and consistent quality for teaching
- Movements are compatible with tempo, rhythm and phrasing

4. Safety (precautions, correct technique, exercise selection limitations of facility)

- Correct technique demonstrated and taught, precautions and modifications given
- Avoidance of high risk exercises, excessive repetition and rapid ballistic movements
- Recommendations for pacing, breathing and body alignment are given and reinforced
- Appropriate intensity monitoring (heart rates, perceived exertion, talk test)
- Limitations of facility are considered including depth of water and pool bottom (tiles, concrete, texture)

5. Education (provides positive environment and promotes individual awareness and recognition of needs)

- Able to suggest and demonstrate modifications
- Provides opportunity for feedback to and from participants
- Promotion of education and learning
- Intensity check demonstrated and explained

6. Teaching Techniques (use of space, formation, introduction of new movements)

- Concern with comfort of participants, facility design, best viewing position, glare, light reflection
- Proper use of deck demonstrations (water speed and instructor safety)
- Instructor monitors class and adapts cueing and demos appropriately
- Exercises and instructor helps promote success for participants
- Instructor changes teaching position and maintains eye contact
- Planning for change of direction, movement, varied formations and maximum use of space
- Variety and equipment incorporated into program where appropriate



C. Professional Leadership Qualities

1. Planning (creative, organized, prepared, flexible to adapt)

- Explanations, demonstrations, formations, and progressions are planned in advance
- Lesson is creative, interesting and has intent
- Instructor is well prepared (lesson plan, equipment) with ability to adapt when needed

2. Language (voice, body language, suitability)

- Movements are strong, energetic and precise
- Clear pronunciation and projection of words
- Tone of voice is friendly, encouraging and expressive
- Verbal cues compliment demos
- Voice is projected at level sufficient for group and size of facility, incorporating the use of hand signals

4. Manner (enthusiasm, encouraging, motivating)

- Positive attitude and approach to class, respectful and confident
- Body language – energetic and enthusiastic
- Effective communication exchange between instructor and participants
- Maintains eye contact and constant observation of class

5. Attitude (responsible, sincere, professional)

- Instructor is prepared both mentally and physically to focus on participants and class
- Indicates concern for participants (i.e. individual needs)
- Demonstrates an enjoyment of teaching and appreciation of the values of wellness
- Instructor is available to answer questions and provide information wherever possible
- Appearance is neat, clean and suitable for activity