**IRF GTE – Final Instructor Assessment sign off form**

Assessment River & Country: River Level:

River Level:

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Name: Date DD/MM/YYYY

1= Poor, 2= Weak, 3= Satisfactory, 4= Good, 5= Excellent

**Workshop admin**  **Score**

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| --- | --- | --- |
| Pre workshop advertising | Was the workshop advertised on the IRF website? |  |
| Guide communication | Did the candidates receive all the pre/course notes & info |  |
| Pre-requisites check | Were all first aid certificates & logbooks checked pre-workshop |  |
| On-site inspection | Were the host company facilities & operating equipment checked |  |
| River inspection | Was a pre-workshop inspection of the river made with any hazards identified |  |
| Lesson plans | Were the lesson plans for the workshop checked |  |
| Guide & Trip Leader letter | Was the IRF Guide & Trip Leader letter sent out with any other pre-course information |  |
| IRF Standards | Was a clear description of the IRF assessment standards given |  |
| Post workshop admin | Did each student leave with a debrief, result and clear action plan. |  |
| IRF Reporting | Did the candidate send all of the correct documentation & fees to the IRF |  |
| **Comments:** | | Overall score |

**Pre departure safety demonstration session Score**

|  |  |  |
| --- | --- | --- |
| Assessment criteria | Did the candidate explain the assessment criteria? |  |
| Minimum content | Was the minimum content for an IRF safety talk explained? |  |
| Demonstration | Was a demonstration of the safety talk given? |  |
| Subject sequence | Was the sequence in which to introduce subjects mentioned? |  |
| Summary | Did the candidate discuss the need for a summary? |  |
| Location and positioning | Did the candidate assess if the session was run in the correct location? |  |
| Timing | Were the session timings practical? |  |
| Note taking | Was the candidate actively taking notes to assist with feedback and debriefs |  |

**Rafting skills & crew management session Score**

|  |  |  |
| --- | --- | --- |
| PPE & PRE | Did the candidate check the student PPE & PRE |  |
| Signals & Communication | Did the candidate explain the signalling & communications before getting on the water |  |
| Tasking | Did the candidate give the students clear & achievable tasks |  |
| Instructor positioning | Did the candidate position themselves to maximise communication with the candidate |  |
| Candidate motivation | Did the candidate motivate the students in a positive manner |  |
| Coaching | Did the candidate give the correct coaching to promote a better performance |  |
| CLAP | Did the candidate make use of the CLAP model |  |
| De brief | Did the candidate give the student a de brief with clear understandable goals |  |
| **Comments:** | | Overall score |

**White Water Swim Test**   **Score**

|  |  |
| --- | --- |
| Did the candidate select an appropriate venue |  |
| Were all of the IRF assessment criteria for the swim test explained to the students |  |
| Was a demonstration given |  |
| Were the correct safety parameters set up |  |
| Was a debrief and post session coaching given |  |
| Was the session operated in a safe manner with any hazards explained & Identified |  |
| Were the session timings accurate & practical |  |
| Comments | Overall score |

**Ropework Assessment Score**

|  |  |
| --- | --- |
| Did the candidate select an appropriate venue |  |
| Were all of the IRF assessment criteria for the rope test explained to the students |  |
| Was a demonstration given |  |
| Were any mistakes discussed and corrections given |  |
| Was a debrief & post session coaching given |  |
| Was the session operated in a safe manner with any hazards explained & identified |  |
| Were the session timings accurate & practical |  |
| Comments | Overall score |

**IRF Standard Flip test Score**

|  |  |
| --- | --- |
| Did the candidate select an appropriate venue |  |
| Were all of the IRF assessment criteria for the flip test explained to the students |  |
| Was a demonstration given |  |
| Were any mistakes discussed and corrections given |  |
| Was a debrief & post session coaching given |  |
| Was the session operated in a safe manner with any hazards explained & identified |  |
| Were the session timings accurate & practical |  |
| Comments | Overall score |

**IRF Throwbag test Score**

|  |  |
| --- | --- |
| Did the candidate select an appropriate venue |  |
| Were all of the IRF assessment criteria for the throwbag test explained to the students |  |
| Was a demonstration given |  |
| Were any mistakes discussed and corrections given |  |
| Was a debrief & post session coaching given |  |
| Was the session operated in a safe manner with any hazards explained & identified |  |
| Were the session timings accurate & practical |  |
| Comments | Overall score |

**Trip leader scenarios**

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| --- | --- |
| Did the candidate explain the Role of the trip leader |  |
| Were all of the IRF assessment criteria for the Trip Leader test explained to the students |  |
| Was an explanation of the trip leader assessment given |  |
| Were the scenarios set up & managed in a safe manner |  |
| Was a debrief & post session coaching given |  |
| Was the session operated in a safe manner with any hazards explained & identified |  |
| Were the session timings accurate & practical |  |
| Comments | Overall score |

|  |
| --- |
| **Overall comments**  **Full instructor status given Y/N Assessor Name: Date:** |