SYDNEY MARITIME INSTITUTE

SUPERYACHT CREW ACADEMY
EST. 2000

TRAINING AND ASSESSMENT STRATEGY - TAS

Training Package Information	
Training Package	MAR - Maritime Training Package
Qualification code and title	MARSS00033 Safety Training Certification Skill Set
Qualification release # and date	Release 2 - 15/Oct/2021
Units of competency	**HLTAID011** – Provide First Aid **MARF035** – Contribute to fire prevention and firefighting (basic firefighting) **MARF037** – Follow vessel security procedures (security awareness training) **MARF041** – Observe personal safety and social responsibility (PSSR) **MARF046** – Survive at sea in the event of vessel abandonment and personal survival techniques (PST)
Entry requirements	MAR package does not include any entry requirements. Our requirements - This is the entry-level course for maritime crew, and anyone with a reasonable command of the English language who is over 16 years old and in good health is eligible to enrol. Please note that participants with colour vision deficiency (colour blindness) are eligible to complete the AMSA CoST. However, if they intend to pursue a maritime career in navigational roles (e.g. deck crew or officers), they may be subject to restrictions based on their colour vision as assessed during an ENG1, AMSA 303, or equivalent medical examination. Candidates must be in good

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	physical condition and capable of moderate exertion during swimming, firefighting, and simulation exercises. As part of the enrolment process, students are required to complete a liability waiver, LLN (Language, Literacy & Numeracy) assessment, image release consent, and provide a copy of valid photo identification. Any students under the age of 18 must have a parent of guardian counter sign the enrolment forms.
Pre-requisites and co-requisites	N/A
Transitioning arrangements	Superyacht Crew Academy stays up to date with changes to training products by subscribing to updates from training.gov.au, ASQA, and relevant Jobs and Skills Councils. When a qualification or unit is updated, our Training Manager reviews the new requirements and updates the TAS, learning materials, and assessments accordingly. Students enrolled in a superseded course are transitioned to the new qualification within required timeframes at no additional cost, unless external licensing changes apply. All transitions follow our internal policies on training product transition, version control, and student communication.

RTO Information

Registered training organisation (RTO)	Club Sail Pty Ltd Trading as - Superyacht Crew Academy & Sydney Maritime Institute
RTO number	91462
Office Location	Unit 5a/4 Skyline Place, Frenchs Forest, NSW, 2086, Australia.

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Learning Outcomes and Target Audience

Target audience/learners	Anyone over the age of 16 looking to gain entry into the maritime industry and work either domestically or internationally on commercial vessels.
Learning support	Students enrolled in the course will have full access to trainers during business hours as well as office staff for support between the business hours of 8am - 5pm. As there is blended learning within this course students can either phone, email or message trainers outside office hours and trainers will respond ASAP. Additional support from instructors is given to those with learning difficulties and those with lower levels of english.
Language, literacy, and numeracy (LLN) and additional support	Students will be given a LLN test prior to commencing their training to ensure they will be able to complete the course or if they need additional support throughout the course. Our LLN is mapped to the ACSF.
Training product outcomes	Learners who successfully complete the Certificate of Safety Training (CoST) are eligible to work in a variety of roles across the international and domestic maritime industry. This training product meets the minimum safety training requirements under the Standards of Training, Certification and Watchkeeping (STCW) as set by the International Maritime Organization (IMO) and administered in Australia by AMSA. **Employment pathways include:** Deckhand or General Purpose Hand on commercial vessels Superyacht crew (domestic and international) Cruise ship or passenger vessel crew Offshore oil and gas support vessel personnel Hospitality crew or service staff on vessels Industries/sectors include: Maritime transport and logistics Superyacht and luxury vessel industry Commercial fishing Offshore energy Defence and marine tourism Completion of the CoST is often a prerequisite for employment on commercial and recreational vessels both in Australia and internationally.

Learning Outcomes and Target Audience

	Entry and Exit into the Training Product Entry requirements: Students must be at least 16 years of age with Basic Language, Literacy and Numeracy (LLN) skills (ACSF Level 1–2) Sufficient physical fitness to complete practical components, including water survival drills and firefighting Unique Student Identifier (USI) provided at enrolment Valid government-issued photo ID **Enrolment Process -** Student must complete: 1 - LLN assessment 2 - Student enrolment form 3 - Review of medical conditions 4 - Review of swimming ability 5 - ID verification 6 - Signed student declaration and course terms **Exit and outcomes:** Learners who successfully complete all five units of competency will be issued with a Statement of Attainment for: HLTAID011 – Provide First Aid MARF035 – Contribute to fire prevention and firefighting MARF037 – Follow vessel security procedures MARF041 – Observe personal safety and social responsibility MARF046 – Survive at sea in the event of vessel abandonment and personal survival techniques If a learner does not complete all five units, they will be issued with a Statement of Attainment (SOA) for any units successfully completed. **Accreditation Outcomes** Learners who successfully complete all required units and meet the necessary medical and identification requirements will receive a Certificate of Safety Training (CoST) in accordance with the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW).
Recognition of prior	*Recognition of Prior Learning (RPL) – STCW Short Courses*

Learning Outcomes and Target Audience

learning (RPL)	
	In accordance with AMSA's MT03 Recognition of Prior Learning Policy, recognition of prior learning (RPL) is not offered for most STCW short courses due to their practical, hands-on training requirements. All students must complete the full applicable AMSA-approved course unless they meet one of the few exceptions recognised by AMSA:
	Elementary First Aid (Table A-VI/1-3) RPL (no challenge test) will be granted to students who provide evidence of:
	A current Australian Senior First Aid certificate (e.g. Red Cross, St John Ambulance, CBD College, or similar) that includes HLTAID011 or higher, and CPR refresher completed within the past 12 months Fire Prevention and Fire Fighting (Table A-VI/1-2) RPL (no challenge test) may be granted to applicants who have completed:
	The RAN Advanced NBCD course including 2 days of practical firefighting, or The RAN Advanced Combat Survivability course including its firefighting component Overseas students pursuing a higher-level AMSA certificate Where the student has completed a Deck or Engineer Watchkeeper course overseas and is undertaking further studies in Australia
	Engineer Watchkeeper workshop skills (Table A-III/1) RPL (no challenge test) may be granted based on evidence aligned to Marine Order 72 Schedule 2. Candidates may be issued a bridging/gap training schedule to meet STCW Reg III/1 if required.
	For those without a current HLTAID011, we will deliver this unit as part of the course in line with AMSA's requirements.

Design & Development

Development of this strategy	Methodology for Developing this Training and Assessment Strategy This TAS was developed through a structured process involving planning, consultation, and review. **Planning:** The Training Manager reviewed the relevant training package components and AMSA requirements for CoST and STCW compliance. **Consultation:** Input was gathered from experienced trainers, and industry professionals to ensure the strategy aligns with real-world expectations. **Drafting:** The initial TAS draft incorporated delivery modes, assessment methods, entry requirements, and LLN support aligned to the ACSF. **Review:** The draft was reviewed by trainers, compliance staff, and the management team. Feedback led to refinements in delivery structure and assessment tools. **Finalisation:** The final TAS was approved by the CEO and uploaded into the RTO's document management system with version control and a set review date.
Duration and amount of training	48.5 Hours
Assessment validation	Assessment tools were validated through the RTO's quality assurance process in line with our Assessment Validation Policy. Tools were reviewed against the Principles of Assessment and Rules of Evidence, and mapped to unit requirements using validation checklists. Validation was conducted by qualified trainers and assessors, with outcomes documented and stored in accordance with our internal Quality Management System.
Reasonable adjustment	The delivery of this course will be adjusted to incorporate equity principles, including the principle of reasonable adjustment. Equity principles and the principle of reasonable adjustment are generally achieved through a combination of good teaching practice and, where necessary, additional arrangements.

Design & Development	
	Applying equity principles and reasonable adjustment principles in teaching practice may involve: Presenting lesson material in a variety of formats catering for different learning styles. Sequencing material in an order that is comprehensible to the student group. Providing information in plain English using audio visual aids to support delivery. Adjusting content for target group by breaking information and activities into smaller steps. Assisting the learner(s) with reading by providing handouts using short sentences, pictures and plain English. Providing students with extra practice/time to acquire skills or read and write answers. Providing extra demonstrations and explanations of skills and tasks. Using a variety of communication modes to suit the group customising learning materials to the target group (e.g. using pictures or graphic representation of the lesson content) ensuring learners fully understand their assessment tasks varying the assessment tasks to match the communication mode of the learner. Seeking advice and support from the relevant specialist staff, including but not limited to Aboriginal Coordinators Disability Students with disabilities will be required to use adaptive technology to aid in their learning at their own cost. Superyacht Crew Academy & SMI will assess each case individually to deem whether it is suitable for the learner to take part in the course keeping in mind this is a high risk course involved with licensing. Superyacht Crew Academy & SMI will assist students in seeking assistance in relation to access and equity when required.
Contextualisation	Contextualisation is applied to align the training product with the specific needs of the maritime and superyacht industry. This includes modifying learning materials, delivery methods, and assessment tasks to reflect real-world vessel operations, terminology, and safety procedures relevant to the roles and environments learners will work in.

Design & Development	
	Examples of contextualisation include: Using commercial maritime specific scenarios for drills, communication tasks, and risk assessments Adapting practical assessments to simulate onboard conditions (e.g., confined spaces, engine room fires, muster stations) Incorporating industry-relevant documentation, such as AMSA checklists, Safety Management Systems (SMS), and MARPOL/ISPS-related content Including equipment demonstrations relevant to the vessels learners are likely to serve on (e.g., inflatable life rafts, EPIRBs, fire pumps)
Delivery Period	48.5 Hours
Delivery Method	Face to Face in Classroom Online Learning through Axcelerate LMS student portal Practical sessions at training facilities Group discussions
Delivery arrangements	The course will be delivered via a mix of online learning and in classroom learning. The following units will be delivered fully online. **MARF037 - Follow vessel security procedures (security awareness training)** The following units will be delivered via a mix of online learning for the knowledge evidence and in classroom for performance evidence. **HLTAID011- Provide First Aid** **MARF041 - Observe personal safety and social responsibility (PSSR)** The following units will be conducted in classroom and at our practical facilities outside our office. Fire practical is conducted at NSW mines rescue and sea survival practical is conducted at warringah aquatic centre. **MARF035 - Contribute to fire prevention and firefighting (basic firefighting)** **MARF046 - Survive at sea in the event of vessel abandonment and personal survival techniques (PST)**

Design & Development

	For the online components students are given a log in to a student portal which is hosted on Axcelerate and have full access to trainers support via email, phone, text & facebook groups during business hours 8am - 5pm AEST.
Delivery of units	Units are delivered one by one, each day is usually a specific unit of competency. There may be certain days which will consist of a half day of one unit being taught in the morning and a half day of another unit being taught in the afternoon.

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY
START	8.30AM	8.30AM	8.30AM	8.30AM	8.00AM			8.30AM	9.00am
FINISH	1.30PM	4.30pm	4.30PM	4.30PM	4.00PM			4.00PM	1.30pm
VENUE	Online	Online/SCA office	Online/SCA office	SCA office	NSW Mines Rescue			SCA office	Warringah Aquatic Centre
UNIT	MARF037 - Follow vessel security procedures (security awareness training) (fully online)	MARF041 Observe personal safety and social responsibility (PSSR) (Morning online then afternoon 2 hours practical)	HLTAID011 Provide First Aid (Morning online then practical assessment in classroom with first aid trainer)	MARF035 Contribute to fire prevention and firefighting (basic firefighting) (Theory training in classroom)	MARF035 Contribute to fire prevention and firefighting (basic firefighting) (Practical training at NSW Mines Rescue)			MARF046 - Survive at sea in the event of vessel abandonment and personal survival techniques (PST) (Theory training in classroom)	MARF046 - Survive at sea in the event of vessel abandonment and personal survival techniques (PST) (Practical training)
HOURS	4.5	8	8	8	8			7.5	4.5

Please note: Schedule changes on public holidays, and also subject to change due to trainer availability.

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Delivery & Assessment Matrix MARSS00033 Safety Training Certification Skill Set								
		Delivery Mode			**Assessment Method**			
Code	**Unit Title**	Face to Face	Online Learning	Practical Training	Practical Skills Test	Knowledge Multiple Choice	Knowledge Written Answer	Interactive Scenario
HLTAID011	Provide First Aid	X	X	X	X	X	X	
MARF035	Contribute to fire prevention and firefighting (basic firefighting)	X		X	X	X	X	
MARF037	Follow vessel security procedures (security awareness training)		X			X		X
MARF041	Observe personal safety and social responsibility (PSSR)	X	X	X		X	X	X
MARF046	Survive at sea in the event of vessel abandonment and personal survival techniques (PST)	X		X	X	X		

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Training and assessment schedule

Unit of Competency	Learning Activities	Assessment Activities	Resources	Hours
HLTAID011	Online learning modules and online knowledge assessment. Activities include interactive online slides, videos, images. In classroom practical will consist of simulated scenarios with a mannequin and first aid kits.	Online multiple choice Online workplace forms Practical CPR training Practical first aid training with first aid kits Observation	First Aid kit Mannequin Whiteboard Presentation TV Laptop Observation checklist	8
MARF035	In classroom training will include powerpoint presentations delivered from a certified instructor. Practical learning activities are carried out by certified fire instructors in live environments with real fire scenarios and casualty extractions in confined spaces.	In classroom multiple choice and short answer assessment Live practical training at NSW mines rescue with live fires and students using fire fighting equipment and donning outfits, PPE and SCBA. Observation	TV Laptop Presentation PPE Fire outfit SCBA Fire extinguishers Fire hoses & expansion foam Observation checklist	16
MARF037	Online learning modules and online knowledge assessment. Activities include interactive online slides, videos, images.	Online multiple choice assessment and interactive scenario for performance evidence.	Student portal Wifi Laptop	4.5
MARF041	Online learning modules and online knowledge	Online multiple choice assessment and online simulated	Student portal Wifi	8

	assessment. Activities include interactive online slides, videos, images. In classroom training includes group discussions, simulated safety forms, practical demonstration of PPE gear.	safety forms to fill out In classroom practical with PPE demonstrations, simulated safety meetings, student discussions. Observation	Laptop Whiteboard TV PPE Safety forms Presentation Observation checklist	
MARF046	In classroom training will include powerpoint presentations delivered from a certified instructor. This will also include practical demonstrations of sea survival equipment prior to practical training. There will also be a flare demonstration after the sea survival training.	Multiple choice in classroom assessment. Practical assessment conducted at the pool facility Practical flare demonstration Observation	Whiteboard TV Presentation Observation checklist Life jackets Immersion suits Life raft Life raft components Flares	12

Assessment Principles

The following assessment principles are met in designing and conducting assessments:

Validity refers to the extent to which the interpretation and use of an assessment outcome can be supported by evidence. An assessment is valid if the assessment methods and materials reflect the elements, performance criteria and critical aspects of evidence in the evidence guide of the unit(s) of competency, and if the assessment outcome is fully supported by the evidence gathered.

Reliability refers to the degree of consistency and accuracy of the assessment outcomes. That is, the extent to which the assessment will provide similar outcomes for Learners with equal competence at different times or places, regardless of the assessor conducting the assessment.

Flexibility refers to the opportunity for a Learner to negotiate certain aspects of their assessment (for example, timing) with their assessor. All Learners are fully informed of the purpose of assessment, the assessment criteria, methods and tools used, and the context and timing of the assessment.

Fair assessment does not disadvantage particular Learners or groups of Learners. This may mean that assessment methods are adjusted for particular Learners (such as people with disabilities or cultural differences) to ensure that the method does not disadvantage them because of their situation.

Resources & Equipment

Unit of Competency	Resources & Equipment
HLTAID011	- Adult CPR manikin (ARC compliant) - Child CPR manikin (ARC compliant) - Infant CPR manikin (ARC compliant) - AED training unit - Workplace-standard First Aid kits - Adrenaline auto-injector trainer (e.g., EpiPen style) - Asthma placebo puffer & spacer - Bandages: crepe, triangular, compression, tourniquet - Burns - Blankets (thermal and general use) - Cold pack (instant or reusable) - PPE: gloves, face shield, hand sanitiser - Simulated workplace injury/trauma/illness record form - Eye wash bottle or saline solution

Resources & Equipment

	• Scissors and tweezers (from First Aid kit) • Incident report writing materials (notepad + pen) • Floor mats or appropriate CPR surfaces • Tv • Whiteboard • Laptop • Student Portal • Classroom
MARF035	• Firefighting PPE (helmet, gloves, boots, flash hood, overalls, BA sets) • Fire Hoses, Nozzles, Hydrants • Expansion foam and nozzle • Portable Fire Extinguishers (CO_2, Foam, Dry Powder, Water) • Fire Blankets • Fire Pumps / Simulated fire panels • Smoke Machines (training grade) • Container Compartment with doors for boundary cooling exercises • Breathing Apparatus (SCBA) • Fire Control Panel Simulator • Tv • Whiteboard • Laptop • Classroom
MARF037	• Student portal • Laptop • Wifi
MARF041	• Safety Signage Examples (PPE required, muster points, etc.) • PPE Examples (hard hats, safety vests, gloves, eye protection) • Emergency Procedures Manuals / Posters • Incident report forms • Muster Station Placards • Lifejackets (demo / training versions) • Safety Harnesses • Steel cap boots • Tv

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Resources & Equipment

	- Whiteboard - Laptop - Classroom
MARF046	- Whiteboard - Laptop - Classroom - SOLAS Approved Lifejackets - Immersion Suits - Life Raft (Training Specific, hydrostatic release optional) - Inflatable Life Raft with throw line and painter - EPIRB (Training / Dummy Unit) - Flares - See below for full life raft components **Life Raft Components** - Rations (high-calorie survival food) - Freshwater (sealed drinking water, ~1.5L per person for survival minimum) - Sea-sickness tablets / bags - Thermal Protective Aids (TPAs) - Bailer - Sponges - Paddles (plastic or wood) - Heaving line (attached to raft, min 30m) - Repair kit (patches, sealant, pump adapter) - Survival manual (SOLAS format) - First Aid Kit (marine-grade) - Signalling Mirror - Whistle - Waterproof Torch (plus spare batteries and bulbs) - Radar Reflector (inflatable or collapsible) - Fishing kit (basic line, hooks) - Smoke Signals (Orange buoyant smoke) - Handheld Flares (red) - Rocket Parachute Flares - Drinking water collection device (rain catcher / solar still optional) - Anti-seasickness medication - Spare sea anchor (drogue) - Safety knife (secured inside raft) - Survival instructions / guidance placards - Waterproof bag or container for loose items

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Trainer Requirements

Unit of Competency	Trainer Requirements
HLTAID011	HLTAID011 or equivalent Working With Children Check (WWCC) National Police Check (NPC) TAE40116 or TAE40110 (+ upgrades) or TAE40122 Current CPR (HLTAID009) Vocational competency in First Aid Recent industry experience or PD
MARF035	AMSA CoST TAE40116 or TAE40110 (+ upgrades) Vocational competency in maritime & firefighting Recent industry experience or PD (e.g., drills, refreshers) Listed as a trainer under an RTO National Police Check (NPC) Working With Children Check (WWCC)
MARF037	AMSA CoST TAE40116 or TAE40110 (+ upgrades) Vocational competency in maritime Recent industry experience or PD (e.g., drills, refreshers) Listed as a trainer under an RTO National Police Check (NPC) Working With Children Check (WWCC)
MARF041	AMSA CoST TAE40116 or TAE40110 (+ upgrades) Vocational competency in maritime Recent industry experience or PD (e.g., drills, refreshers) Listed as a trainer under an RTO National Police Check (NPC) Working With Children Check (WWCC)
MARF046	AMSA CoST TAE40116 or TAE40110 (+ upgrades) Vocational competency in maritime Recent industry experience or PD (e.g., drills, refreshers)

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Trainer Requirements

	Listed as a trainer under an RTO National Police Check (NPC) Working With Children Check (WWCC)

Trainers' and Assessors' Professional Development

Trainers shall undertake a combination of activities to ensure the ongoing, systematic development of their skills and knowledge relevant to the delivery of training and assessment. This will include, but is not limited to:

a) Relevant work-related activities
b) Further education in their area of expertise
c) Up-skilling in their area of expertise
d) Validation and moderation activities
e) Membership of industry-related organisations and groups
f) Mentoring activities
g) Reading and subscribing to industry magazines and newsletters
h) Attendance at workshops and seminars run externally & internally

We shall establish and verify that trainers meet nationally agreed competency requirements and continue to develop their competencies through the maintenance of a trainer's profile.

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