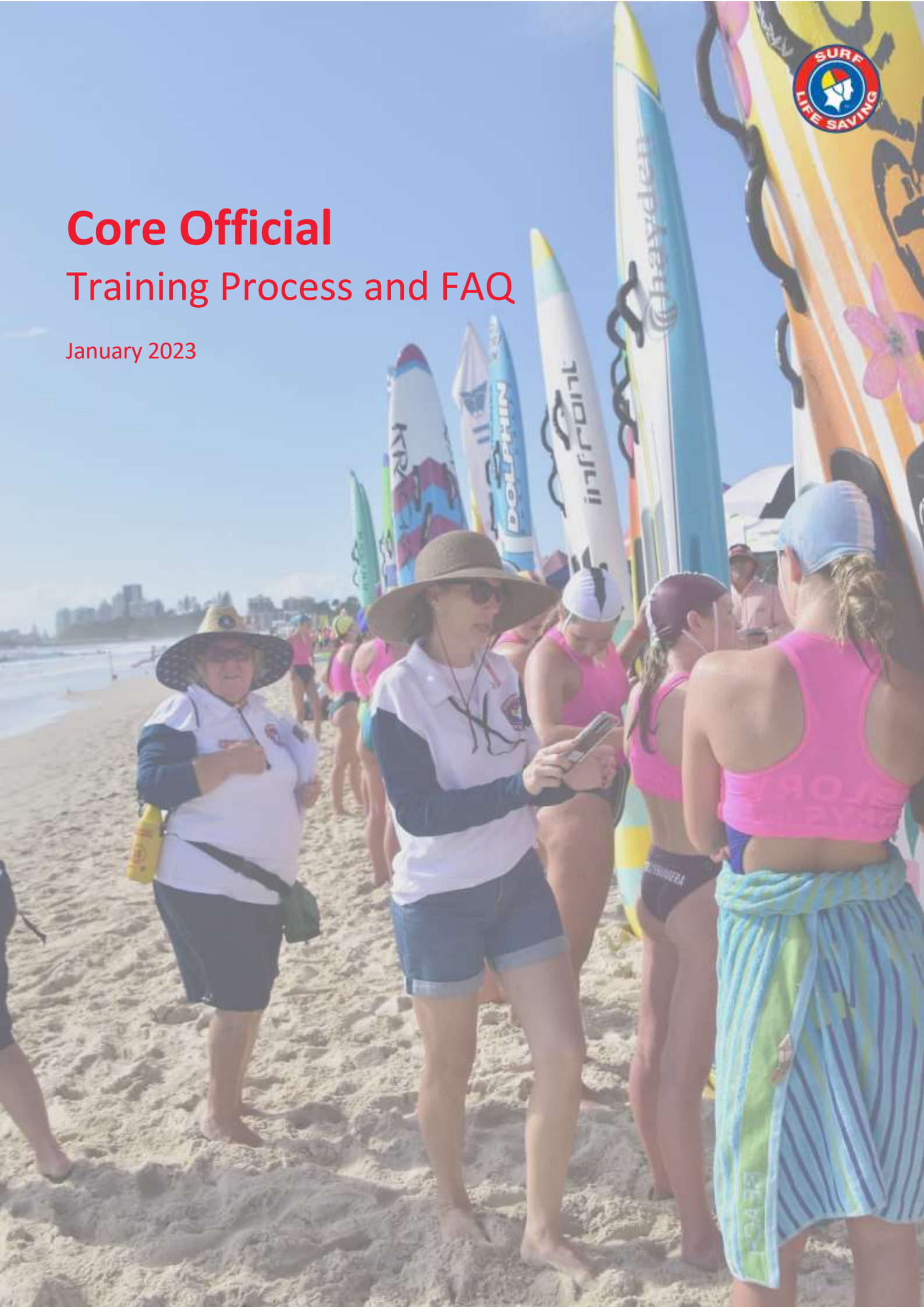




# Core Official Training Process and FAQ

January 2023



# Introduction

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This course provides a basic understanding of the key events conducted for junior level competitions. Participants will be aged 16+ and generally be non-bronze proficient. Core Officials are permitted to officiate at any carnival and competition, including State Championships, where up to and including under 15 years age categories are conducted. There are four (4) duties that they can perform: Marshall, Recording Judge, Timekeeper and Finish Judge. Core Officials will be supervised at competitions by a competent accredited Technical (or above) Official.

## Step 1: Course Allocation

Congratulations, you have decided that you would like to become a Core Official.

- Login to the [SLS Members Area](#) > click on eLearning > Training Library > SLS – Officiating (view courses) > Core Official > Purchase
- You will receive an email from 'etrainu LMS' once you have been allocated the course
- Contact your State/Territory for more information on how to enrol in the Core Official course  
<https://sls.com.au/state-centres/>

If you require technical assistance with the SLS Members Area or with the online training process, consult the *SLS eLearning User Guide* available on the [SLS IT Helpdesk website](#).

## Step 2: Working with Children Check (WWCC)/Working with Vulnerable People Check (WWVP)

- The requirements for WWCC/WWVP are slightly different in each State and Territory. To determine what they are for your situation, please visit the [AIFS website](#)
- Once the requirements for your State/Territory are complete, please provide your Club with your WWCC/WWVP number so this may be recorded in SurfGuard
- Contact your State/Territory if you are unsure of the requirements

## Step 3: Complete Module 1 Australian Sports Commission's (ASC) Community Officiating General Principles

- Community Officiating General Principles course is Module 1 of the SLS Core Official course. The online course has been developed to assist officials in learning the basic skills they will need to officiate effectively
- Log into the [SLS Members Area](#) > eLearning > My Training > Core Official > Australian Sports Commission's Community Officiating General Principles > View Slides > Start > Click the link button
- You will be taken to [Australian Sport Learning Centre](#) (external website) > Log In or Create New Account > Officials General Principles Go > Complete: Community Officiating General Principles course (no fee)
- Upon completion, take note of the certificate number located at the bottom of the certificate
- Log back into the [SLS Members Area](#) > eLearning > My Training > Core Official > ASC Community Officiating General Principles > View Slides > Take Assessment > Complete Question 1 and 2 (enter certificate number) > Submit

## Step 4: Complete the SLS Online Modules

- Login to the [SLS Members Area](#) > click on eLearning > My Training > SLS – Core Official
- Complete the following course module at your own pace:
  - SLS – Core Official
- Upon successful completion of the course, you will automatically be allocated the SLS "SS - Core Official (Online Theory Modules)" award

## **Step 5: Book in a Face-to-Face Workshop/Officiating Session**

- Once you have completed the ASC Community Officiating General Principles course and SLS online Core Official Modules, please contact your Club to arrange attendance at a face-to-face workshop/officiating session
- Your Club/Branch will take you through a short face-to-face workshop/officiating session (duration dependent on each Club/Branch)
- Upon completion of the face-to-face workshop/officiating session and assessment, you will be allocated the SLS - Core Official award
- Your Club will then notify your Branch/State/Territory Centre who will post you an officiating badge/card

## **Step 6: Begin Officiating**

- You may officiate at events where competitors are aged 15 years or younger, or at non-championship events with competitors aged 16 years and older
- You will be officiating under the supervision of a Technical Official, or without (pending approval from the Referee)

## FAQs

### Is Core Official a prerequisite for Technical Official?

- No. Core Official is an entry level course where participants will be aged 16+ and will generally be non-bronze proficient. It is designed to be a quick and easy course for those wanting to officiate at junior surf carnivals

### I want to officiate at a Surf Boat Carnival. Can I do this as a Core Official?

- No. As all Surf Boat competitors must be aged 15 years and older, the Core Official is not suitably qualified to officiate at a Surf Boat Carnival

### How long does the Core Official accreditation last for?

- All courses are accredited for four (4) years. Please ensure you submit your reaccreditation by the end of the fourth year to maintain your accreditation. Officials are required to keep a logbook and attain 100 points within a four (4) year period (please refer to the logbook for more details)
- To reaccredit, complete the officiating reaccreditation form found on the [SLS Members Area](#) > Document Library

### Am I required to keep a logbook?

- Yes. At all levels, Officials are required to log each carnival they attend and have their logbook signed by the event Referee/Coordinator and/or the stamp of the organising body

### How do I get a logbook?

- If your Club/Branch does not supply you with a logbook, you can purchase a logbook from your State/Territory Centre

### How long will it take to complete the course?

- Each online learning module is designed to take approximately 30 minutes
- A face-to-face should take approximately two (2) hours and is generally conducted at a carnival to provide you with on-the-job training

### How much does it cost? How do I pay?

- Each State/Territory differs in price. Payment can be made with credit/debit card in the [SLS Members Area](#) > eLearning. You will receive an invoice to your email address once payment has been processed

### I haven't received the receipt for my course. Where is it?

- All Officials courses are linked to SurfGuard, your receipt will be emailed to the email registered within SurfGuard. Please ensure your email is up to date in the [SLS Members Area](#), and check your junk or spam folders

### The online course starts at Module 2. Where is Module 1?

- Module 1, is the Australian Sports Commission's Community Officiating General Principles course. Please refer to step 3

### I've got to the last slide, however it won't let me complete the course.

- Make sure that you have opened every slide in the course and that you have completed all the questions, clicked all tiles/icons and watched each video to the end

### Where can I find my Official's license number?

- Log into the [SLS Members Area](#) > Memberships > Awards > SS – Core Official > Award Number. Your Award Number is your license number

**Where can I find the expiry date of my Officials qualification?**

- Log into the [SLS Members Area](#) > Memberships > Awards > SS – Core Official > Expiry Date

**If I would like a copy of my SLS certificate of completion, where can I find it?**

- Log into the [SLS Members Area](#) > click on eLearning > My Training > scroll down to Completed Courses > SLS – Core Official > Click on Certifications > Certification 1

**How do I locate my Australian Sports Commission Community Officiating General Principles Certificate?**

- Log into Sport Australia’s Learning Centre <https://learning.ausport.gov.au/login/index.php>
- OFFICIALS General Principles Go > Click on Go
- Scroll to the bottom of the page, click on ‘Community Officiating General Principles Certificate > View certificate