

SurFedAUT Project

European **S**afety **F**ramework
in surf therapy for **A**UTism

Deliverable 4.4

**Checklist
for Compliance with the ESFA**

ESFA Checklist

Authors:

Bonga Surf School, BSS – Italy

Validation Session:

21st-25th October 2024

Disclaimer: Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.

Summary

This deliverable provides a practical checklist designed to ensure compliance with the eight steps of the European Framework for Occupational Safety for Surf Activities for Autism (ESFA). It serves as a verification tool for project partners to confirm that all necessary components are in place prior to the pilot implementation. Additionally, it supports surf schools adopting the ESFA by offering a structured approach to verify their readiness, ensuring all required elements are met for successful and safe implementation of the framework.

**PREPARATION: INITIAL PARTICIPANT QUESTIONNAIRES TEA
GRADE 1 (FROM 8 YEARS OLD) – Evaluated by ISTC**

***BEFORE THE BEGINNING OF THE PROJECT: STAFF and ISTC
assignments***

TARGET ITEMS	YES	NO	NOTES/REMARKS
The ISTC has verified that Questionnaire SHEET 1 – Block 1 contains all the preliminary questions			
The ISTC has verified that Questionnaire SHEET 1 – Block 2 contains all the preliminary questions			
The ISTC has verified that Questionnaire SHEET 1 – Block 2 -3 – 4 – 5 contains all the preliminary questions			
The ISTC has verified that Questionnaire SHEET 2 – HEALTH PROFILE OF THE PARTICIPANT contains all the preliminary questions			
The ISTC has verified the tutor's clients questionarie "BLOCK 2 PRACTICAL OPERATION FORECAST IN THE WORKSHOPS" contains all the preliminary questions			



SurFedAUT



Co-funded by
the European Union

ERASMUS-SPORT-2023-SCP-101133684

The ISTC has sent all the questionnaires to the client's tutor			
The ISTC has verified all the questionnaires had been fulfilled by the Tutor of the client/participant.			
The ISTC has verified that All the questionnaires are timely delivered to the ISTC and the ISTs by the tutors			
The ISTC and ISTs have met all the clients and their tutors.			
The ISTC has verified that Both clients and children are duly informed about the program.			



- **BEFORE TO MEET AT THE BEACH: STAFF and ISTC assignments**

TARGET ITEMS	YES	NO	NOTES/REMARKS
The ISTC has read and recorded all the data collected through the questionnaires.			
The ISTC has verified that Beach and surfing activities are planned considering any special needs.			
The ISTC has sent the videomodeling document for the preparation of the clients to the tutors.			
The ISTC has sent to the tutor's clients the questionnaire "BLOCK 2 PRACTICAL OPERATION FORECAST IN THE WORKSHOPS"			
The staff has verified that both clients and tutors have watched the video modeling doc.			
The ISTC had verified the tutors has fulfilled the questionnaire			
The ISTC has verified that all the staff is well informed about their role and the rolling out of the ST session.			
<u>The ISTC has trained the ISTs and the volunteers about behavioral protocols and strategies to be applied during the ST session.</u>			

The ISTC has sent and made sure that tutors have read and understood the document ROLES AND PROHIBITION* <u>*referring to MANUAL OF GOOD PRACTICE SHEET 3 MANUAL GUIDELINES FOR THE TUTOR AND THE CLIENT PARTICIPANT WITH TEA G1</u>			
The ISTC has asked to the tutors to take the own client's CAAs for the ST.			
The ISTC has organized the groups according to the data collected with the initial questionnaires.			
The ISTC has planned the client-to-staff ratio according to the numbers and features of clients			
The ISTs and ISTC have made sure that the weather and sea forecast are suitable for the ST session.			
The ISTC and ISTs have checked the good conditions of the premises and amenities on the beach.			

ACTIVITY: START OF THE PROJECT

- FIRST SCHEDULED SESSION ON THE BEACH

TARGET ITEMS BEFORE THE CLIENTS ARRIVE AT THE BEACH	YES	NO	NOTES/REMARKS
The ISTs and ISTC has made the SAFETY REPORT by checking the sea, the beach and weather conditions in order to prevent physical and psychological risks for both clients and staff members.			

The ISTC had verified the safe areas for the planned session.			
The ISTC has verified all the ISTs and volunteers has arrived before the arrival of the clients.			
The ISTC and the staff has made sure that the pedagogical facilities and the logistic equipment for the preparation are in place at the right locations.			
The ISTC and the staff had made sure the Surf equipments are all in their position on the beach.			
The ISTC has completed the CHECK in REPORT.			
TARGET ITEMS AFTER THE CLIENTS ARRIVE AT THE BEACH - Preparation	YES	NO	NOTES/REMARKS
The ISTC has made sure the staff is the assigned position			
The ISTC has verified the pedagogical supports (CAA tables or emotion tables) have been used by the staff.			
The ISTC has verified the health pharmacological medicines of the clients (if needed) are available.			
The ISTC has made sure that tutors are in place in case of need.			
TARGET ITEMS AFTER THE CLIENTS ARRIVE: ACTIVITY			
The ISTC verified the staff guided the clients hand-by-hand if needed or close to them to the beach for the warm up beach session.			
The ISTC has verified all the clients walk with their flip flops to the beach			
The ISTC ha verified the tutors of the client respected the requested ROLES AND PROHIBITION.			
The ISTC has verified the staff followed the warm up and on the ground session			



SurFedAUT



Co-funded by
the European Union

ERASMUS-SPORT-2023-SCP-101133684

The ISTC has verified the ISTs and staff did the clients feedback routine			
The ISTC has verified the staff followed the surf activity.			
The ISTC has verified the ISTs and staff did the clients feedback routine			
The ISTC has verified the staff followed the session conclusion			
The ISTC has verified the ISTs and staff did the clients feedback routine			
The ISTC has verified the staff followed the session conclusion			
The ISTC completed the CHECK OUT REPORT			
TARGET ITEMS AT THE END OF THE SESSION			
The ISTC has completed the FEEDBACK WORKSHOP questionnaire			
The ISTC has given the client/participant the questionnaire PARTICIPANT FEEDBACK TEA G1 CUSTOMER-PARTICIPANT FEEDBACK, at the end of the session.			
The ISTC collected the data of the client's feedback questionnaire			
The ISTC had completed the SHEET 7 - SHEET 8 – EVALUATION WORK OF THE TEAM - THE CUSTOMER PARTICIPANT GROUP RATING			