

DIPLOMA OF POLESTAR PILATES COMPREHENSIVE INSTRUCTION METHOD (10828NAT)

COURSE DURATION

12-24 months for completion

1153 Nominal Hours with total Volume of Learning approx. 1748 hours

OVERVIEW

The Diploma of Polestar Pilates Comprehensive Instruction Method (10828NAT) trains you to use all the equipment designed by Joe Pilates: Reformer, Trapeze Table, Combo Chair, Spine Corrector and Ladder Barrel as well all mat exercises and small apparatus. This course is nationally recognised under the Australian Qualification Framework. Polestar Australia is a Registered Training Organisation (RTO) No. 91620.

The nationally recognised Diploma of Polestar Pilates Comprehensive Instruction Method (10828NAT) consists of three components:

1. the Matwork certification
2. the Comprehensive (Studio/Rehab) certification
3. plus 7 academic units

To qualify for the Diploma, all of the following must be completed.

The Diploma of Polestar Pilates Comprehensive Instruction Method (10828NAT) is designed for individuals working in a broad range of settings as a Pilates Matwork and Studio Instructor. Pilates Matwork and Studio instructors can manage comprehensive conditioning and rehabilitation programs to clients from a range of backgrounds and presenting with a variety of conditions.

The role of the Pilates Instructor is to design and program Pilates movement sessions for the individual or small groups using Pilates studio equipment and matwork. This can include liaison with allied health professionals such as Physiotherapists, Chiropractors, Osteopaths and General Practitioners.

This qualification includes the units of competency required by Pilates Instructors to perform a new client assessment, design and program a range of Pilates movements on various Pilates equipment, coordinate operations with studio personnel and interact with Allied Health professionals.

The above skills and knowledge are consistent with the AQF Qualification Type Descriptor for a Diploma in that the graduates of this course will have:

- developed in-depth underpinning knowledge in technical and theoretical concepts associated with the Polestar Pilates method
- ability to process information from a range of sources, through sound analysis and synthesis of information and then use this cognition to act appropriately across situations
- ability to respond appropriately to unpredictable problems
- ability to express ideas creatively
- ability to transfer knowledge and skills to others
- ability to work autonomously taking responsibility for achieving outputs and outcomes
- ability to organise the work of others and evaluate outputs and outcomes.

COURSE PRE-REQUISITES

Minimum requirements for entry into this course are:

- Attainment of HSC or equivalent
- A good understanding of Pilates – we recommend completing a minimum of 25 hours of personal Pilates practice either in private or group sessions. This may include matwork and studio work (*preferably with a Polestar Pilates certified practitioner*).
- Successfully completed HLTAAP001– Recognise healthy body systems in a health care context (or equivalent) attained through a recognised complementary health care college or RTO. This equates to one semester of basic anatomy/physiology or equivalent.

ANATOMY AND PHYSIOLOGY REQUIREMENTS

Polestar Pilates Courses require the completion of basic anatomy/physiology. If you are already qualified in one of the following occupations you would qualify for RPL: *Physiotherapist, Osteopath, Exercise Physiologist, Nurse, Myotherapist, Remedial Massage Therapist, Cert IV Personal Trainer*. However, if you are from a different background and have NOT completed any basic Anatomy and Physiology education completion, it is required prior to the start of your course. ***Polestar provides an online Anatomy course that meets these requirements, it is at an additional fee of \$350. Please contact Polestar directly for further information.***

WHO IS THIS COURSE FOR

- Group Fitness Instructors - Personal Trainers
- Rehabilitation practitioners
- Physical Therapists
- Registered Nurses
- Occupational Therapists
- Yoga teachers
- Dance teachers
- Career-changers

UPGRADE TO DIPLOMA

If you have already completed your Polestar Pilates Matwork Series and Studio/Rehab Series then you can upgrade to the Diploma. The upgrade consists of Academic Units that are completed online with final assessment face-to-face. You can start your Academic Units any time from when you register. When you complete your course, you will be required to submit all your Academic Units for assessment. You have six (6) months from when you register to complete and submit your Academic Units for this upgrade process.

For further information and next steps please contact education on (02) 9091 9400 or email – education@polestarpilates.com.au .

COURSE STRUCTURE

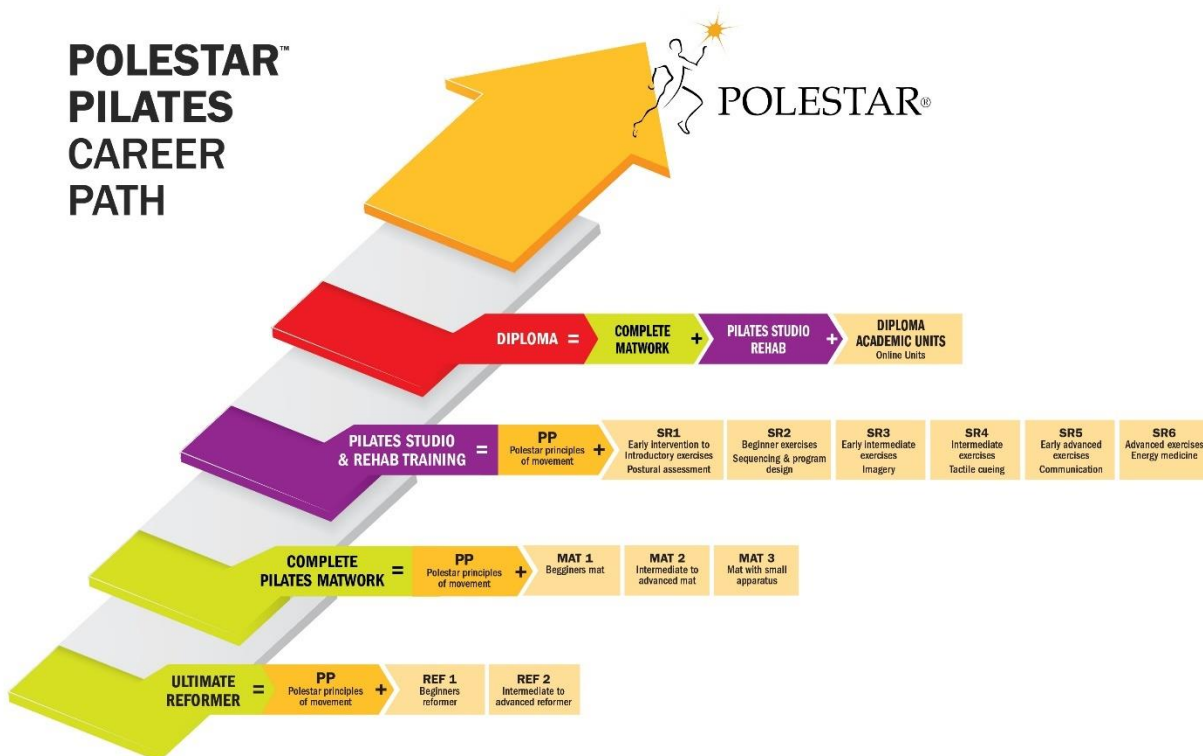
TYPE	CODE	DESCRIPTION
Academic Units	HLTAID011	Provide first aid
	HLTAAP001	Recognise healthy body systems
	HLTAAP002	Confirm physical health status
	HLTWHS003	Maintain work health and safety
	BSBOPS402	Coordinate business operational plans
	CHCDIV001	Work with diverse people
	CHCPRP005	Engage with health professional and the health system
	NAT10828001	Work within the Pilates Industry
Polestar Pilates Complete Matwork Series	NAT10828002	Apply the Polestar Pilates Principles and Postural assessment framework (PP)
	NAT10828003	Plan and instruct a beginner Polestar Pilates matwork class (M1)
	NAT10828004	Plan and instruct an intermediate to advanced Polestar Pilates matwork class (M2)
	NAT10828005	Plan and instruct Polestar Pilates matwork classes using small apparatus (M3)
Polestar Pilates Comprehensive Series (Studio/Rehab)	NAT10828006	Plan and instruct the introductory Polestar Pilates Comprehensive Studio repertoire (SR1)
	NAT10828007	Plan and instruct the beginner Polestar Pilates Comprehensive Studio repertoire (SR2)
	NAT10828008	Plan and instruct the early intermediate Polestar Pilates Comprehensive Studio repertoire (SR3)
	NAT10828009	Plan and instruct the intermediate Polestar Pilates Comprehensive Studio repertoire (SR4)
	NAT10828010	Plan and instruct the early advanced Polestar Pilates Comprehensive Studio repertoire (SR5)
	NAT10828011	Plan and instruct the advanced Polestar Pilates Comprehensive Studio repertoire (SR6)

The above 7 units are drawn from the **Polestar Pilates Comprehensive Instruction Method Diploma (10828NAT)** which is a nationally recognised course under the Australian Qualification Framework. Polestar Pilates Australia is a Registered Training Organisation (RTO) No. 91620. Graduates will receive a Statement of Attainment for partial completion of this Diploma.

The nationally recognised Diploma of Polestar Pilates Comprehensive Instruction Method (10828NAT) consists of three components. The Matwork certification, the Comprehensive (Studio/Rehab) certification, plus 7 academic units.

- Academic Units: 358h
- Matwork Units: 295h
- Comprehensive (Studio/Rehab): 500h

The above hours include attending lectures and labs, some online units, final assessments, self-mastery teaching and demonstration and observation. Please note that some components will required additional costs such as hours for the logbook (including observation, self-mastery practice and apprentice teaching), travel to and from course, transfer to another state.



UPGRADE TO DIPLOMA: If you have already completed the Matwork and Studio/Rehab Comprehensive series you can then upgrade to the Diploma academic units component. For further information and next steps please contact education on (02) 9091 9400.

POLESTAR PILATES UNIT DESCRIPTIONS

MATWORK SERIES (PP, M1-M3)

PP - Polestar Pilates Principles of Movement (2-days, 16 hours)

This non-apparatus course introduces current research in movement science, motor learning, bioenergetics, and communication science to instructional practice through six basic movement principles which are used throughout the Polestar Pilates curriculum. Tactile, verbal and imagery cues are integrated with the Pilates exercises. This course introduces Polestar Pilates Screening™, which includes postural evaluation and functional testing, to prepare you to properly design a plan to implement Pilates exercises for clients. This unique component significantly enhances decision-making skills as a Pilates practitioner.

M1 to M3 (three 2-day courses of 16 hours per course)

Polestar Pilates Mat program provides instruction in Pilates principles, techniques and practice with emphasis on group dynamics for the Pilates Mat. After the Pilates Principles of Movement course (PP), the Pilates Mat program continues with three 2-day courses scheduled approximately one month apart. The time between courses allows you to practice and become comfortable with the material before continuing to the next course and level of repertoire.

The principles learned in PP will be applied throughout the three courses and you will learn the following:

- Mat exercises for beginners through to advanced levels
- Dynamics of group training
- Program design and exercise sequencing
- Advanced cueing skills
- Exercise modifications for a variety of populations
- Use of small props* (foam rollers, Ultra-Fit Circle®, springs, gym balls, rotating discs and balance boards)

STUDIO SERIES & REHABILITATIVE (SR1-SR6)

SR1 to SR6 (12 days (6 x 2 day courses))

The Pilates Studio/Rehab program has six course Units scheduled approximately one month apart. The time between courses allows you to practice and become comfortable with the material before continuing to the next course. Each course is two days, usually Saturday and Sunday. For final assessment, you will be required to complete at your own expense, the required reading and writing assignments, as well as hours of observation, self-mastery practice and apprentice teaching.

These Units review the postural screening methodology and the six principles learned in PP, then applies them to exercises on the Studio Reformer, Trapeze Table, Chair, Ladder Barrel, Mat and small props. Students will receive a comprehensive didactic and theoretical review and practical training using a clinical reasoning approach. Each Unit consists of a formal lecture, reading assignments, research literature review, and writing assignments. Also covered:

- Verbal and tactile cueing combined with mental imagery to facilitate accurate execution of movement
- Program design and exercise sequencing
- Practical application of the repertoire through use of case studies
- Exercise modifications for a variety of populations
- Adjustment of equipment for patient safety and instructor efficiency
- Progression of movement following an injury
- Indications and contraindications for exercise selection

Diploma Academic Units

These Units can be completed throughout the duration of the course, with most being on-line. Students will have access to an on-line portal where each Unit has reading, short answer questions and assignments to complete. These units include:

- HLTAID011 – Provide first aid
- HLTAAP001 - Recognise healthy body systems
- HLTAAP002 - Confirm physical health status
- HLTWHS003 - Maintain work health and safety
- BSBOPS402 – Coordinate business operational plans
- CHCDIV001 - Work with diverse people
- CHCPRP005 - Engage with health professional and the health system
- NAT10828001 - Work within the Pilates Industry

COURSE ASSESSMENT

Assessment requirements include: attending all of the course hours, completing reading and writing assignments, as well as a specified number of observation, self-mastery, and apprentice teaching hours as noted below. To track your hours and progress, a log book will be issued at the start of your course with your materials. Certificates are granted upon successful completion of the log-book, and an 80% pass mark on the final exam.

The delivery modes are made up of approximately 600 nominal hours and are broken down as follows:

	Lectures & Homework	Observation	Self-Mastery	Apprentice Teaching	Academic
Matwork Series	115	30	50	50	50
Studio/Rehab	330	70	100	100	NA
Diploma	Pre-requisite: completion of the Matwork & Studio/Rehab Training				358

Lectures: Lecture hours include formal lecture/workshop face-to-face delivery, practical and written assessments and mandatory tutorial hours.

Observation: Observation is where the student observes a studio in action, and has their hours signed off by a certified practitioner (preferably Polestar qualified). Pilates Anytime can also be used for up to 10 observation hours in each course.

Self-Mastery (and Self-Directed): These hours are for Students to practice the exercises learnt in the curriculum so as to master the repertoire. Self-mastery hours include 30% of self-directed hours i.e. practicing the repertoire in your own time at home or with other students. **NOTE:** Pilates Anytime can also be used as a tool for your self-practice hours. The remaining hours may be a combination of Matwork, reformer and/or studio sessions.

Apprentice Teaching: Once you feel confident in the repertoire, you will be expected to assist a senior instructor or Pilates practitioner (preferably Polestar qualified) within a Pilates Studio workplace in order to gain practical experience. You will teach under their guidance and assist with tactile cueing and client correction for the remaining hour to achieve sign off. **NOTE:** a qualified Pilates instructor must be present at all Apprentice Teaching sessions to provide sign off and feedback.

RECOGNITION OF PRIOR LEARNING & DIRECT CREDIT (RPL/DC)

Polestar Pilates Australia has a policy that recognises the skills and knowledge that a candidate has gained via other forms of study, formal training, self-tuition, work experience or life experience. Polestar Pilates Australia will formally recognise a candidate's existing level of skill and knowledge in the following two ways:

- Recognition of prior learning (RPL)
- Credit transfer (CT)

If you wish to apply for RPL or CT, please contact Polestar Pilates Australia to request an application form during the registration process. You will be required to show all evidence of your qualification/statement of attainment/training/experience when applying.

Note: Students can apply for CT or/and RPL at any time and application fee of **\$100** per unit for RPL will apply. The student will only be eligible for a reduction in their course fees if they submit their CT/RPL application latest one week prior to their first face to face seminar of the course commencement.

Further information can be found on our website:

<http://www.polestarpilates.edu.au/recognised-prior-learning/>

TEXT BOOKS

As part of the training Polestar recommends the following text to assist with your learning:

- Anatomy of Movement, Blandine Calais-Germain: Eastland Press 1993
- Pilates Evolution, the 21st Century - Joseph Pilates: Bain Bridge Books
- Dynamic Alignment Through Imagery, Eric Franklin: Human Kinetics 1996
- Energy Medicine: The Scientific Basis, James L. Oschman: Churchill Livingstone, 2000 Chapters 1-4, 15



STAFF QUALIFICATIONS

Educators with Polestar Pilates Australia are of the highest calibre in the world, holding either a relevant Degree such as Physiotherapy, Osteopathy, or the like. Educators must have at least 5 years teaching experience and go through a dedicated process of mentoring and assisting students before they can become an Educator.

All Educators with Polestar Pilates Australia are required to obtain the following:

- Diploma of Polestar Pilates Studio and Rehabilitation Method or higher
- TAE40110 Certificate IV in Training and Assessment Certificate (or higher)
- Current membership of relevant professional/industry association (e.g. Pilates Alliance Australasia)
- Maintain professional development credits, insurance and first aid training.
- Attend annual Educator in-house training and any international conference with Polestar Pilates international.
- Induction program to be cognisant of AQTF standards and the responsibilities and expectations of teaching in the VET system and its relationship to the Pilates education programs.
- It is also recommended that staff have associated learning experience/skills/qualifications such as: dance, sports science, physiotherapy.

COURSE RECOGNITION

Pilates Alliance of Australasia (PAA)

The Complete Matwork Series is recognised by the Pilates Alliance Australasia, the industry peak training body. Administration Ph: 02 9969 5130

www.pilates.org.au Email: info@pilates.org.au

- Polestar Complete Matwork Series (including HLTWHS300 academic unit) – Matwork membership
- Diploma – Graduate level 1 membership



APMA – Australian Pilates Method Association

Administration Ph: 03. 9440-8499

www.australianpilates.asn.au Email: admin@australianpilates.asn.au

The APMA will accept membership application with Polestar Pilates Certified students, as long as they abide to the association's pre-requisites for membership

- Diploma – Graduate level 2 membership



Fitness Australia

- Polestar Principles (PP) – 8 CECs
- Mat Series (M1, M2, M3) – 15 CECs



COURSE PRICING & TERMS AND CONDITIONS

COURSE PACKAGES	Payment Plan Option 1
Complete Matwork Series: <u>UNITS:</u> NAT10828002, NAT10828003, NAT10828004, NAT10828005, HLTWHS003, Course Manuals, Online portal, Logbook and Final Exam	\$2,940 Deposit \$740 Payment plan: \$550 x 4
Polestar Pilates Studio/Rehab (Comprehensive) Series: <u>UNITS:</u> NAT10828002, NAT10828006, NAT10828007, NAT10828008, NAT10828009, NAT10828010, NAT10828011, Course Manuals, Online portal, Logbook and Final Exam	\$5,950 Deposit \$1,050 \$700 x 7 months
UPGRADE to the Diploma of Polestar Pilates Comprehensive Instruction Method (10282NAT): <u>UNITS:</u> HLTAAP001, HLTAAP002, CHCPRP005, CHCDIV001, BSBMGT402, NAT10828001 and Final Assessment <i>(The unit HLTAID003 will need to be completed externally, not included with course fees.)</i>	\$1600-\$2000 <i>(depending on the various units required)</i>

All prices are subject to change without notice.

Registration Policies (including Cancellations and Transfers) – please read all points carefully

1. Payment Plan:

- Deposit is due at time of registration by either Credit Card or Direct Debit. Note Credit Card fees may apply.
- After registration your payment plan will incur a surcharge which will be payable to PayPal at their current rate.
- First payments commence the month the course starts, and will be processed on the 1st of every month.
- Dishonor fees apply for failed transactions, these will be automatically deducted from your account
- NOTE your registration is **NOT** confirmed until Deposit is received and Payment Plan has been setup

2. Commitment:

On registering for a course with Polestar Australia you confirm that you have read and understand the commitment of time required to complete the course. It is the Students responsibility to ensure the course hours fit into their schedule and life commitments.

3. Course Units and Exams must be completed within the following timescales.

No certification will be issued after these time lines.

- Ultimate Reformer Series: *12 months from Principles*
- Mat Series: *12 months from Principles*
- Studio / Rehab Series: *18 months from Principles*
- Diploma Upgrade: *6 months from release of Units*

4. Course Cancellation Terms.

- Courses cancelled in writing with 30 DAYS OR MORE notice prior to the start date of your first face to face weekend (PP or SR1) are eligible for a refund minus an ADMIN FEE. The Admin Fees for each course that will be deducted are: Mat Series: \$300 Studio-Rehab Series: \$500 Reformer Series: \$300
- Courses cancelled with LESS than 30 days' notice prior the start date of your first face to face weekend (PP or SR1) are NOT accepted and NO REFUND will be issued.
- Courses cancelled after commencement your first face to face weekend (PP or SR1) are NOT accepted and NO REFUND will be issued. All scheduled payment schedules must still be honored.

- Courses cannot be cancelled due to change of mind, weddings, work travel, holidays, personal relocation or similar

5. Cancellations due to special circumstances - if you have registered for and / or started your course and need to cancel due to special circumstances Polestar Australia will consider each application. Note proof of circumstances must be provided. These would include: bereavement within immediate family, debilitating injury / illness. It does not include personal reasons such as: weddings, work travel, holidays, personal relocation, change of mind or similar.

6. Use of Online instruction methods –

In the event that Polestar Pilates Australia either:

- a. Cannot provide courses, examinations or modules onsite due to circumstances or events beyond its control or
- b. Cannot ensure the safety and security of its staff and/or students where circumstances and events beyond its control

including weather conditions; any contagious diseases, epidemics or pandemics including but not limited to COVID-19 and their consequences; demonstrations; riots; civil unrest; curfew and city lock-downs, government travel restrictions, Polestar Pilates Australia may at its sole discretion:

1. Replace those parts of courses, modules, examinations which can be so replaced without compromising Polestar instruction standards, with online instruction and reschedule such parts of the courses, modules, examinations which cannot be replaced by online instruction- at no additional cost to students.
2. Reschedule the said courses, examination or modules in their entirety – at no additional cost to students.
3. Cancel any scheduled courses, examination or modules in their entirety – at no additional cost to students

No financial compensation will be payable to students in circumstances 1. and 2. above.

Full refund of fees paid for cancelled course, examination, module will be made to students for circumstances 3. above.

7. Unit Transfers Requests

- If you are unable to attend a Unit that is scheduled for your course it can be made up privately with an Educator at an additional Fee of \$100 per hour (except for Principles).
- Alternatively, you can complete the Unit in another State at your own travel costs. Note that all Units must be completed in the same order, intake and cannot be changed.
- Transfer approvals are dependent on course numbers in the requested location. Transfers will NOT BE CONFIRMED until Registrations have been closed at the requested location. Note this occurs 2 weeks prior to course commencement.
- Online academic units cannot be transferred to another year / intake.
- Transfer Fee: \$150 per Unit applies

8. Course Extension

- All courses must be completed within the stated timeline. (Mat & Reformer Series 12 months, Studio/Rehab 18 months).
- If you need to extend due to special circumstances Polestar Australia will consider each application. Note proof of circumstances must be provided. These would include: bereavement within immediate family, debilitating injury / illness. It does not include personal reasons such as: weddings, work travel, holidays, personal relocation or similar situations.
- Course Extension Fee: \$350 applies

9. Course fees DO NOT INCLUDE: required reading materials for reading and writing assignments; coaching hours for logbook completion with a Mentor (including observation, self-mastery practice and apprentice teaching); Study Groups, Personal extras (sundries, travel and accommodation), DVD's, Coaching or Mentoring and any assessment re-sit fee. Transfer fee to another state.

10. Course fees INCLUDE: weekend lectures and labs (PP, M1-M3, REF1-REF2, SR1-SR6), course manuals, logbooks, access to Academic Units online, final exam, morning and afternoon refreshments

11. A USI (Unique Student Identifier Number) must be provided at Registration – final certifications cannot be provided without the USI number being submitted to Polestar Australia

12. Registration deadline is 14 days in advance of course start date. Registration received less than 14 days will be processed only if space is available. You are not registered until you receive written confirmation

from Polestar Pilates.

13. Registration is limited to between 15-25 participants depending on location and studio size. Registration received for a course that has reached full capacity will not be processed and you will be contacted. Courses will only go ahead with a minimum of 10 participants.
14. Polestar Pilates reserves the right to postpone or cancel any course due to, but not limited to; weather conditions; any contagious diseases, epidemics or pandemics including but not limited to COVID-19 and their consequences; demonstrations; riots; civil unrest; curfew and city lock-downs, government travel restrictions. If we cancel a course, you will have the option of transferring to another course or receiving a full refund. Polestar is not responsible for any travel costs due to cancellation.
15. You understand that you will attend the Polestar course, use the facilities and equipment at your own risk. At registration you confirm that all medical conditions and injuries, both past and present have been disclosed and where required have obtained clearance from your general practitioner.
16. You will take it upon yourself to discuss any changes to your current health with your instructor. You recognise that the instructor is not able to provide medical advice with regard any medical fitness and that the information provided is used as a guideline to the limitations of my ability to exercise.
17. All courses commence at 8.00am and finish at 5.00pm, with a 1-hour lunch break (lunch not included in fees).

Exam Cancellation Terms

- You can only book your final exam once you have attended all your course Units i.e. PP, M1-M3
- A cancellation fee of \$150 applies for all exams cancelled within 2 weeks of your confirmed exam date