

Qualification Approval Criteria for the 1st4sport Level 1 Award in Coaching Football (QCF)



This form to be used by *existing* 1st4sport Recognised centres

1st4sport Recognised Centre's name:		1st4sport Recognised Centre number:	
Centre representative's name ¹ :		Centre representative's e-mail address:	

Please use this form to self-assess your readiness to seek approval to deliver the above 1st4sport qualification. Read the criteria below and if you are confident that you currently meet the criteria, tick the appropriate box. If you are able to meet all the criteria, please press the *SUBMIT to 1st4sport by EMAIL* button at the end of the document to provide this information to 1st4sport and progress to the next stage. If you are *not able* to meet every criteria, we will be unable to progress your application any further.

Level 1 Award in Coaching Football (QCF) Qualification Approval Criteria			✓
QA1: Qualification Workforce			
QAC1.1	Minimum workforce:	<p>Organisations seeking approval to deliver the <i>1st4sport Level 1 Award in Coaching Football (QCF)</i> must have access to an appropriately qualified workforce, including:</p> <ul style="list-style-type: none"> • An appointed Qualification Administrator • An appointed Quality Coordinator • At least one appropriately qualified tutor/assessor – holding a current FA Level 1 Tutor Licence • At least one appropriately qualified Internal Verifier (IV) – holding a current FA Level 1 Tutor Licence • At least one FA Emergency Aid Tutor • At least one FA-accredited Safeguarding Children Tutor. <p>One person may fulfil a number of these roles. However the internal verifier cannot educate or assess on a course for which they are the nominated to be the IV. Where FA Emergency Aid or Safeguarding Children Tutors are not available, the recognised centre must provide evidence of arrangements that will allow learners to easily complete the qualification pre-requisites, prior to the course or within a reasonable time period (30 days) after its completion.</p>	

¹ Please confirm the name of the individual who should be contacted with any queries about the application submission for this qualification.

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QAC1.2	Qualification Administrator:	<p>The qualification administrator must have:</p> <ul style="list-style-type: none"> • experience of administration • knowledge and understanding of the <i>1st4sport Recognition Conditions</i> and the <i>Qualification Approval Conditions</i>. 	
QAC1.3	Qualification Coordinator:	<p>The Qualification Coordinator is required to have:</p> <ul style="list-style-type: none"> • an understanding of the sport and related quality systems and procedures and • a comprehensive understanding of the <i>1st4sport Recognition Conditions</i> and the <i>Qualification Approval Conditions</i>. 	
QAC1.4	Tutor/ Assessor:	<p>For the <i>1st4sport Level 1 Award in Coaching Football (QCF)</i> the centre's external verifier will wish to ensure that all persons providing specific training and/or assessment for the qualification meet the qualification-specific criteria below.</p> <p>To deliver or assess the <i>1st4sport Level 1 Award in Coaching Football (QCF)</i>, individuals must hold a current FA Level 1 Tutor Licence (or home nation equivalent), which requires the holder to:</p> <ul style="list-style-type: none"> • hold a Level 3 Certificate in Coaching Football (UEFA B Coaching Award) • be a current member of the FA Licensed Coaches' Club • have successfully complete the FA Generic Tutor Training programme • attend an appropriate induction/training/mentoring programme to ensure familiarity with the delivery and assessment requirements of the L1ACF • have been successfully co-tutoring/be mentoring on the delivery and assessment of the L1ACF. <p>Recognised Centres may have additional generic criteria and personnel specifications in addition to the above.</p>	

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QAC1.5	Internal Verifier:	<p>Internal verification/quality assurance of the qualification should also be carried out by a suitably qualified individual (as per the criteria detailed below), who is employed by, or contracted to the centre and has had no involvement in either the delivery or assessment of the qualification. Internal verifiers or quality assurers are appointed by the 1st4sport recognised centres and approved by 1st4sport through their external verifier. Internal verifiers should only verify the decisions of assessors that fall within their acknowledged area of technical and occupational competence.</p> <p>Internal verifiers for the 1st4sport Level 1 Award in Coaching Football (QCF) must meet the generic 1st4sport Qualifications criteria for internal verifiers and must hold a current FA Level 1 Tutor Licence or home nation equivalent.</p> <p>1st4sport recognised centres may have additional generic criteria and personnel specifications in addition to the above. The Internal verifier is responsible for the consistency of standards across all assessments. Internal verifiers should observe each assessor conducting assessments at regular intervals. The reliability, validity and authenticity of evidence must be checked during these observations. A fully qualified verifier must support/counter-sign all verification decisions by verifiers who are still working towards certification.</p>	

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QA2: Training and Assessment Sites			
QAC2.1	Health and Safety:	<p>Any training or assessment site must meet the requirements of accepted health and safety regulations and provide an appropriate learning environment, with sufficient light, heat and ventilation to ensure learners are able to learn in comfort.</p> <p>Recognised Centres' and learners' attention is drawn to the FA Guide on Goalpost Safety included in The FA Grassroots Club Administration handbook.</p> <p>1st4sport Recognised Centres are encouraged to ensure that all learners and persons being coached wear appropriate sports apparel including correct footwear for the playing surface and shin guards covered by socks.</p>	
QAC2.2	Facilities criteria:	<p>Any training or assessment site must meet the requirements of accepted safe practice in the sport, detailed in the relevant publications. Training and/or assessment sites must include areas that have the following features and lists of equipment that follows.</p> <p>Training and/or assessment sites must include a playing area that is:</p> <ul style="list-style-type: none"> • recommended minimum size 30 yards x 20 yards • an appropriate playing surface eg: grass, Astroturf or RedGra • goals – appropriate sized (BSI approved) – goals to meet the participants' requirements and size of playing area • conditions – assessment should only take place in environmental conditions in which the level of light and temperature are appropriate to the participants' and learners' needs • footballs – association footballs appropriate to the needs of the participants • the area surrounding the playing area should be safe and free of obstructions. 	

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The Football Association Agreement as the Technical Development Partner

If your organisation would like to deliver the *1st4sport Level 1 Award in Coaching Football (QCF)*, you might benefit from the support of the FA's County-based support staff to discuss your workforce needs or access further opportunities for your learners.

In support of our continuous improvement

Please can you confirm how/where you heard about this 1st4sport qualification?	
If you selected Conference or Other please specify provide details:	

On Completion

If you have placed a tick in all the boxes and are confident that your organisation and its personnel are able to meet the above criteria, evidenced in a subsequent application, please press the *Submit to 1st4sport by Email* button below. On receipt we will acknowledge your submission within two working days and provide you with information on how to access our on-line Quality Management System, within which you will complete the application process.

Please note that you will not be able to save the information you have entered into this form unless you have a full/Professional version of Adobe Acrobat; you can however print the completed version for your records by pressing the *Print for Reference* button below.