

1st4sport Level 2 Certificate in Leisure Operations



Qualification Specification

Qualification Overview:	The 1st4sport Level 2 Certificate in Leisure Operations focuses on the knowledge required by those working in an operational capacity in a sports or leisure facility.						
Qualification Code:	600/7983/6	Level:	2	Age:	16+	Registration Period:	2 Years
Guided Learning (GL):	111 hours	Total Qualification Time (TQT):	180	Credit Value:	18	Operational From:	1 February 2013
Progression Opportunities:	Employment (paid or voluntary) as a Recreation Assistant or Leisure Assistant/Attendant in a sports or leisure facility. The opportunity to progress to other industry relevant qualifications in Leisure and/or as part of the Intermediate Apprenticeship in Leisure Operations.						

Qualification Objective
What does this qualification cover?
The qualification prepares and introduces learners to the knowledge and skills required for employment in typical job roles such as: Leisure Assistant/Attendant, Recreation Assistant and Swimming Pool Attendant (where this option is taken). The Level 2 learner is able to understand the active leisure industry, relevant health and safety legislation, employment rights and responsibilities and teamwork introducing the practical and theoretical aspects of working in the operation.
Who is the qualification for?
The qualification is primarily aimed at learners who are not yet employed in these roles. However, it may also be used for new members of staff who require induction into the job role or existing members of staff who need further training and development. It is also part of the <i>Intermediate Apprenticeship in Leisure Operations</i> .
Who supports this qualification?
This qualification has been developed by SkillsActive, the Sector Skills Council for Active Leisure, Learning and Well-being, in consultation from industry experts in the area of sport and active leisure. It is therefore supported by industry experts.
Qualification Progression
What future education could this qualification lead to?
Learners achieving this qualification might consider progression to the following qualifications: <ul style="list-style-type: none"> • 1st4sport Level 2 NVQ Certificate in Activity Leadership • 1st4sport Level 2 NVQ Certificate in Active Leisure Learning and wellbeing Operational Services • 1st4sport Level 3 Certificate in Leisure Management • 1st4sport Level 3 NVQ Diploma in Leisure Management <p>Other roles that the learner may consider exploring to include:</p> <ul style="list-style-type: none"> • Activity leader • Sports coach

What future employment could this qualification lead to?
This qualification can lead to paid or voluntary employment as a recreation assistant or leisure attendant in a sports or leisure facility. Once a paid or voluntary role has been secured, the skills and knowledge developed through this qualification may also be used to enable learners to progress to the NVQ competency based qualifications in operational services or activity leadership. After working in the industry for an appropriate period of time in order to build on current level of knowledge and experience, some learners might wish to progress to supervisory/management roles, which the level 3 qualifications in Leisure Management can support.
Qualification Achievement
Entry Requirements for the Qualification
The recognised centre is required to conduct an initial assessment of learners to ensure that the pre-requisites to registration, certification and recognition of prior learning of previous qualifications (RPL) are considered and the outcome recorded during the application process.
Prior to registration learners are required to:
<ul style="list-style-type: none"> • be accurately identified • be 16 years of age or over • be able to communicate effectively in English (this includes listening, speaking, reading and writing) • have access to appropriate assessment opportunities in their work environment
How is the Qualification Achieved?
To qualify for the <i>1st4sport Level 2 Certificate in Leisure Operations</i> , learners must successfully achieve all six mandatory units and have five credits from the optional units. Achievement of the qualification is normally through attendance on a Programme of Learning and Assessment or through work based mentoring and assessment, which ensures completion of the <i>1st4sport Level 2 Certificate in Leisure Operations Learner Portfolio</i> inclusive of all assessed tasks.

What will be assessed?	
<p>Learners must:</p> <ul style="list-style-type: none"> complete written tasks, contained within the 1st4sport Level 2 Certificate in Leisure Operations Learner Portfolio demonstrate practical skills relating to Leisure Operations <p>Successful completion will result in achievement of the qualification.</p>	
How will it be assessed?	
<p>This qualification contains a range of units to be completed by the learner. Each unit is comprised of a number of learning outcomes and identified assessment criteria to be completed.</p> <p>Learning Outcomes that begin ‘The learner will understand...’ will be assessed through theory based activities.</p> <p>Learning Outcomes that begin ‘The learner will be able to...’ are assessed through practical activities.</p> <p>For example:</p>	
Learning outcomes	Assessment criteria
The learner will:	The learner can:
1 understand how to ensure participants’ safety during sport specific coaching sessions	1.1 describe the health and safety requirements that are relevant to planned sport-specific activities and competition.
	1.2 describe how to structure coaching sessions to minimise the risk of injury to participants.
2 be able to prepare resources for the coaching session	2.1 ensure that the identified resources meet the requirements of the activity.

Qualification Delivery
What workforce is needed to be able to deliver this qualification?
<p>The recognised centre is required to have a qualified and competent qualification workforce in place which includes as a minimum.</p> <ul style="list-style-type: none"> a qualification administrator a qualification coordinator an appropriately qualified tutor to conduct training an appropriately qualified assessor to conducting assessing an appropriately qualified internal quality assurer (IQA) <p>Further information on workforce requirements are available from 1st4sport Qualifications on request.</p>
What facilities are needed to be able to deliver this qualification?
<p>The recognised centre is required to have one or more delivery sites which contain facilities to support the programme of learning and assessment reflecting the expectations of the context and the sport and active leisure industry. These must comply with accepted health and safety practices and have in place appropriate access arrangements.</p> <p>Specific facilities for the Pool Lifeguarding Unit</p> <ul style="list-style-type: none"> Swimming pool facility (with appropriate dimensions to meet assessment requirements)

What equipment is needed to be able to deliver this qualification?

The recognised centre is required to have equipment in place to facilitate the full programme of learning and assessment reflecting the expectations of the context and the sport and active leisure industry, which must comply with accepted health and safety practice.

- Specific facilities for the Pool Lifeguarding Unit
- Swimming pool facility (with appropriate dimensions to meet assessment requirements)
- Range of pool side rescue equipment (reaching pole, torpedo buoy, coiled rope/bag)
- Submersible manikin
- Aqua board
- CPR manikins – adult, child and infant
- Antiseptic face wipes
- Pocket masks per learner
- First aid equipment
- Projector
- Laptop

What qualification materials support this qualification?

This qualification is supported by a number of additional documents which must be read by all relevant personnel within recognised centres approved to offer this qualification. These include the *1st4sport Level 2 Certificate in Leisure Operations*:

- *Qualification Handbook*, detailing the 1st4sport Qualification Approval Conditions and the Delivery, Assessment and Quality Assurance Approach for this qualification
- *Unit Specifications*, detailing the Learning Outcomes and Assessment criteria for the qualification
- *Learner Portfolio*, containing a series of pre-standardised assessment tools and templates to support the learner's achievement of the qualification.
- *Delivery, Assessment and Quality Assurance Approach*, detailing the recommended learning programme, exemplar assessment answers and levels of attainment and guidance to the internal quality assurance

How much does this qualification cost?

Qualification registration and certification fees are available from 1st4sport Qualifications on request. Centres need to factor in facility and workforce costs in order to determine a Qualification Fee for learners.

How to apply to deliver this qualification

Contact 1st4sport Qualifications, requesting qualification approval for the *1st4sport Level 2 Certificate in Leisure Operations*

Tel: 0113 290 7610

Email: enquiries@1st4sportqualifications.com

Website: www.1st4sportqualifications.com

Contacts

1st4sport Qualifications

Tel: 0113 290 7610

Email: enquiries@1st4sportqualifications.com

Website: www.1st4sportqualifications.com

Chartered Institute for the Management of Sport and Physical Activity (CIMSPA)

Tel: 01509 226474

Email Enquiries: info@cimspa.co.uk

Website: <http://www.cimspa.co.uk/>

UK Coaching

Tel: 0113 274 4802

Email: via www.ukcoaching.org/contact

Website: www.ukcoaching.org

SkillsActive

Tel: 0330 004 0005

Website: www.skillsactive.com

Ofqual

Tel: 0300 303 3344

Email: public.enquiries@ofqual.gov.uk

Website: www.gov.uk/government/organisations/ofqual

Qualification Structure (Rule of Combination)

To qualify for the *1st4sport Level 2 Certificate in Leisure Operations*, learners must successfully achieve all six mandatory units and have five credits from the optional units.

Mandatory Units (Learners must complete all 6 mandatory units)

Unit Title	Level	Credits	GLH	Reference	Assessment Method(s)
Understanding the Active Leisure and Learning Sector	2	2	15	Y/600/1734	Written Tasks, Projects and Assignments
Understanding Employment Rights and Responsibilities	2	2	15	J/600/0840	Written Tasks, Projects and Assignments
Customer Care and Diversity in Active Leisure	2	2	11	T/503/0731	Written Tasks, Projects, Assignments and Practical Activities
Health, Safety, Security and Welfare in Active Leisure	2	4	30	K/503/0743	Written Tasks, Projects, Assignments and Practical Activities
Developing Self in an Active Leisure Job Role	2	1	5	Y/503/0737	Written Tasks, Projects, Assignments and Practical Activities
Teamwork in Active Leisure	2	2	11	L/503/0735	Written Tasks, Projects, Assignments and Practical Activities

Optional Units (Learners must achieve a minimum of 5 credits from the optional units)

Unit Title	Level	Credits	GLH	Reference	Assessment Method(s)
Cleaning in Active Leisure	2	1	7	D/503/0738	Written Tasks, Projects, Assignments and Practical Activities
Handling and Maintaining Equipment in Active Leisure	2	3	14	H/503/0739	Written Tasks, Projects, Assignments and Practical Activities
Pool lifeguarding	2	5	40	J/503/5352	Written Tasks, Projects, Assignments and Practical Activities
Swimming pool water testing	2	1	4	Y/503/0740	Written Tasks, Projects, Assignments and Practical Activities
Understanding how to sell services and products to customers in active leisure	3	4	20	L/503/0783	Written Tasks, Projects and Assignments and Oral Questioning
Know how to provide an active leisure facility reception service	2	2	18	L/504/6563	Written Tasks, Projects and Assignments and Oral Questioning

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Developing and awarding qualifications for the active learning and leisure industry

1st4sport Qualifications is an awarding organisation recognised and regulated by the Office of the Qualifications and Examinations Regulation (Ofqual) in England, Council for the Curriculum, Examinations and Assessment (CCEA) Regulation in Northern Ireland and Qualifications Wales in Wales, and was created with the aim of offering vocational and occupational qualifications in areas of sport, recreation and allied occupations. 1st4sport Qualifications is a division of Coachwise Ltd, the trading arm of The National Coaching Foundation (known as UK Coaching), the UK-registered charity leading the national development of coaches and the coaching system. Any proceeds go directly back to UK Coaching to help them develop and advance sport nationwide.