

1st4sport Level 3 Award in Developing Cycle Training Instructors



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Qualification Specification

Qualification Overview:	This qualification provides learners with the knowledge and skills to be able to develop cycle training instructors to deliver the National Standard for Cycle Training.						
Qualification Code:	603/4204/3	Level:	3	Age:	18+	Registration Period:	1 Year
Guided Learning (GL):	21 hours	Total Qualification Time (TQT):	90 hours	Credit Value:	N/A	Operational From:	01 March 2019
Progression Opportunities:	Learners could progress onto the 1st4sport Level 3 Award for Tutors and Assessors in Sport, which could lead to a 'train the trainer' role within the National Standard for cycle training structure. The skills and knowledge developed through this qualification may also be used to progress to other industry-relevant qualifications in coaching sport.						

Qualification Objective
What does this qualification cover?
This qualification prepares learners for employment as a tutor of cycle training instructors specifically delivering the National Standard for Cycle Training . The qualification content is derived from Role 6 of the National Standard for Cycle Training. It is relevant for learners who aspire to become a cycle training instructor tutor in England and it sits within a progressive suite of cycle training qualifications.
Who is the qualification for?
This qualification is designed for learners who are wishing to become cycle training instructor tutors with responsibility for delivering sessions to groups of adults in line with the National Standard for cycle training.
Who supports this qualification?
The qualification is recognised as the industry standard level 3 qualification for cycle training instructor tutors. It has been developed in partnership with, and is supported by, The Bikeability Trust – the national charity for the UK government's cycle education programme.
Qualification Progression
What future education could this qualification lead to?
Learners could progress onto the 1st4sport Level 3 Award for Tutors and Assessors in Sport, which could lead to a 'train the trainer' role within the National Standard for cycle training structure. The skills and knowledge developed through this qualification may also be used to progress to other industry-relevant qualifications in coaching sport, activity leadership, supporting PE in school sport or sports development. A list of our qualifications can be found at www.1st4sportqualifications.com/our_qualifications .
What future employment could this qualification lead to?
This qualification may lead to paid or voluntary roles in developing cycle training instructors, ensuring the continued delivery of the National Standard for Cycle Training in schools, sports clubs and leisure centre provision.

Qualification Achievement
Entry Requirements for the Qualification
The recognised centre is required to conduct an initial assessment of learners to ensure that pre-requisites to registration and certification are considered and outcomes recorded during the application process. Prior to registration learners are required to: <ul style="list-style-type: none"> • be accurately identified • hold the Level 3 Bikeability award • be at least 18 years of age • currently deliver Bikeability, and have at least three years' continuous experience successfully delivering Bikeability • currently deliver Bikeability instructor training, and have at least one year's continuous experience delivering Bikeability instructor training • be able to communicate effectively in English (this includes listening, speaking, reading and writing). <p>There are no additional pre-requisites to certification other than successful completion of all learning outcomes and assessment criteria; normally achieved through completion of the learner portfolio.</p> <p><i>NB. Learners will be expected to have a reasonable level of fitness as this qualification, and its associated learning programme has significant amounts of cycling activity.</i></p>
How is the Qualification Achieved?
This qualification is normally achieved through attendance on a programme of learning, followed by a post-course assessment, typically six months after the conclusion of the programme of learning.
What will be assessed?
Learners must: <ul style="list-style-type: none"> • complete an externally assessed knowledge test • complete a series of assessed tasks contained within their learner portfolio, provided by 1st4sport. • demonstrate their ability to deliver cycle training instructor activities/sessions: <ul style="list-style-type: none"> – on course in a simulated environment – post course, in the normal instructing environment.

How will it be assessed?

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.

Learning Outcomes that begin 'The learner will **understand...**' will be assessed through theory-based activities.

Learning Outcomes that begin 'The learner will **be able to...**' are assessed through practical activities.

For example:

Learning outcomes The learner will:	Assessment criteria 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?

The recognised centre is required to have a qualified and competent qualification workforce in place which includes as a minimum.

- a qualification administrator
- a qualification coordinator
- an appropriately qualified tutor/assessor
- an appropriately qualified internal quality assurer (IQA)

Further information on workforce requirements are available from 1st4sport Qualifications on request.

What facilities are needed to be able to deliver this qualification?

The recognised centre is required to have one or more delivery sites with facilities to support the programme of training and assessment. All delivery sites must include the

- a practical space for cycle instructing activities. This may include access to:
 - a motor traffic-free environment (eg playground, tennis courts, coned off area within a car park)
 - a variety of road environments with motorised traffic including single lane roads and junctions, and more complex, often busier or faster, cycling environments
- a space for theoretical sessions to be delivered with conditions conducive to learning
- kitchen and toilet facilities.

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 which must include:

- hi-visibility tabards (minimum of one per learner)
- protective cycling helmet (minimum of one per learner, although learners may supply their own, or choose not to wear one)
- access to cycles for learners if requested
- flip chart and a selection of coloured pens
- an overhead projector and a laptop/computer or equivalent

What qualification materials support this qualification?
<p>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 <i>1st4sport Level 3 Award for Developing Cycle Training Instructors</i>:</p> <ul style="list-style-type: none"> • <i>Qualification Handbook</i>, detailing the 1st4sport Qualification Approval Conditions for this qualification • <i>Unit Specifications</i>, detailing the Learning Outcomes and Assessment criteria for the qualification • <i>Learner Portfolio</i>, containing a series of pre-standardised assessment tools and templates to support the learner's achievement of the qualification. • <i>Delivery, Assessment and Quality Assurance Approach</i>, 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?
<p>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.</p>
How to apply to deliver this qualification
<p>Contact 1st4sport Qualifications, requesting qualification approval for the 1st4sport Level 3 Award for Developing Cycle Training Instructors. Tel: 0113 290 7610 Email: centreservices@1st4sportqualifications.com Website: www.1st4sportqualifications.com</p> <p><i>NB. Centres must be approved for, and actively delivering, the 1st4sport Level 2 Award in Instructing Cycle Training prior to applying to deliver this qualification.</i></p>

Contacts
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<p>Tel: 0113 290 7610 Email: enquiries@1st4sportqualifications.com Website: www.1st4sportqualifications.com</p>
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SkillsActive
<p>Tel: 0330 004 0005 Website: www.skillsactive.com</p>
Ofqual
<p>Tel: 0300 303 3344 Email: public.enquiries@ofqual.gov.uk Website: www.gov.uk/government/organisations/ofqual</p>
The Bikeability Trust
<p>Website: bikeability.org.uk Enquiries email: contactus@bikeability.org.uk</p>

Qualification Structure (Rule of Combination)

The 1st4sport Level 3 in Tutoring Cycle Training Instructors is comprised of three mandatory units. Learners must successfully complete all three units to achieve the qualification.

Mandatory Units

Unit Title	Level	Credit	GL	Reference	Assessment Method(s)
Tutor cycle training instructors	3	N/A	12	T/617/4838	Written tasks, observation of tutoring, multiple choice questions
Assess cycle training instructors	3	N/A	10	A/617/4839	Written tasks, observation of assessment practice, multiple choice questions
Plan to improve professional practice	3	N/A	2	M/617/4840	Written tasks, multiple choice questions

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