

Internal Assessment Record - Individual Candidate

Level 2 Award in Community Sports Leadership

Candidate Name				Tutor/Assessor		
Learning Outcomes and Assessment Criteria	Date	Method	Outcome	Comments - What did you see/hear that proves competence?		
Unit 1: Plan, lead and evaluate a sport/activity session						
1. Plan a sport/activity session.						
1.1 Create a session plan which includes: <ul style="list-style-type: none"> Preparation and use of facilities. Preparation and use of equipment. Preparation and management of participants. Organisation within the session. 						
2. Lead a series of sport/activity sessions.						
2.1 Put planning into action by leading others in a series of sport/activity sessions that are appropriate for the age/ability of the participant/s.						
3. Use appropriate communication methods when leading a sport/activity session.						
3.1 Select and apply communication methods that are appropriate for the age/ability of the participant/s.						
4. Understand what feedback is and how to give it.						
4.1 Describe the purpose of feedback.						
4.2 Explain with examples a variety of feedback methods.						
4.3 Select and apply feedback methods that are appropriate for the age/ability of the participant/s.						
5. Evaluate a sport/activity session.						
5.1 Evaluate the session and use this knowledge to plan and deliver future sessions.						
5.2 Evaluate the role they played and explain what could be improved for future session.						
Unit 2: Developing Leadership Skills						
1. Understand the skills, qualities and values that a leader will need.						
1.1 Describe the skills, qualities and values that an effective leader will need.						
1.2 Explain the positive and negative outcomes of having/not having these skills, qualities and values when leading others.						
2. Motivate participants.						
2.1 Explain the need to motivate participants and the results that a lack of motivation could have.						
2.2 Describe a range of ways to motivate participants.						
2.3 Explain the potential positive and negative outcomes of using each type of motivational tool.						
2.4 Apply a range of motivation methods when leading others.						
3. Manage participant behaviour						
3.1 Describe types of behaviour which are and are not acceptable as: <ul style="list-style-type: none"> A leader A participant 						
3.2 Agree expectations with participants.						
3.3 Use appropriate methods or interventions to manage unacceptable behaviour.						

Learning Outcomes and Assessment Criteria	Date	Method	Outcome	Comments - What did you see/ hear that proves competence?
Unit 3: Lead a session to improve fitness				
1. Understand components of fitness.				
1.1 Explain with examples the following components of fitness: <ul style="list-style-type: none"> • Speed • Cardiovascular endurance • Flexibility • Strength 				
1.2 Explain with examples how the following components of fitness could be improved: <ul style="list-style-type: none"> • Speed • Cardiovascular endurance • Flexibility • Strength 				
2. Plan, lead and evaluate a session designed to improve a specific fitness component.				
2.1 Plan a session designed to improve a participant/s specific component of fitness.				
2.2 Lead a session designed to improve a participant/s specific component of fitness.				
2.3 Evaluate the session and agree future actions.				
Unit 4: Adapting sports activities				
1. Understand how to adapt sport/activity sessions.				
1.1 Describe the factors that can affect the delivery of a sport/ activity session.				
1.2 Explain how to adapt a sport/activity session appropriately.				
1.3 Describe the range of 'mini games' provided by National Governing Bodies.				
2. Adapt sports/activity sessions.				
2.1 Adapt sports/activity sessions appropriately to meet the needs of the participant/s.				
Unit 5: Establish and maintain a safe sport/activity session				
1. Ensure that safety is planned into a sport/activity session.				
1.1 Ensure that: <ul style="list-style-type: none"> • The equipment is safe to use; prior to and during a session. • The facilities are safe to use; prior to and during a session. • The participants are ready for activity prior to a session and safe during the session. 				
2. Take action to ensure that a sport/activity session is safe.				
2.1 Rectify any issues regarding equipment, facilities or participant/s within their control.				
2.2 Report to an appropriate person any issues which they are unable to resolve.				
3. Understand the emergency procedures of the current workplace.				
3.1 Identify the emergency procedures of the current workplace.				
3.2 Explain the emergency procedures to the participant/s.				

Learning Outcomes and Assessment Criteria	Date	Method	Outcome	Comments- What did you see/ hear that proves competence?
Unit 6: Organise and deliver a sports event or competition				
1. Understand the different types of event and competition.				
1.1 Describe the differences between an event and a competition.				
1.2 Compare the different event/competition formats and describe any advantages/disadvantages for the participants.				
1. Take part in the planning of an event or competition.				
2.1 Describe the roles and responsibilities needed to plan and lead an event or competition.				
2.2 Agree own role and assist in the planning of an event or competition.				
3. Assist in the leadership of an event or competition.				
3.1 Act as the umpire/referee.				
3.2 Assist in the leadership of an event or competition.				
3.3 Build good working relationships with other members of the group.				
4. Evaluate an event or competition.				
4.1 Evaluate the success of the event or competition.				
4.2 Outline the role that they played in the management of the event or competition.				
4.3 Give examples of how the evaluation will be used when leading future events or competitions.				
Unit 7: Pathways in sport and recreation				
1. Know the provision of sport and recreation at local, regional and national level.				
1.1 Identify different organisations and the role they play in the delivery of sport at the following levels: <ul style="list-style-type: none"> • Local • Regional • National 				
1.2 Describe the organisation of a specific sport from grassroots participation upwards.				
1.3 Describe the role that a Sports Leader can play in the provision of sport and recreation.				
1.4 Identify opportunities for further education and training within sport and recreation.				