



# Focus Awards Level 2 NVQ Certificate In Activity Leadership (RQF)

601/4886/X

## Contents

Qualification Summary .....	3
Qualification Purpose: .....	4
Age Range.....	4
Geographical Coverage .....	4
Learner Entry Requirements: .....	4
Reasonable Adjustments and Special Considerations .....	5
Assessment Methods .....	5
Progression Routes.....	5
Supporting Material and Useful Websites.....	5
Staff Requirements .....	8
Requirements for Tutors/Instructors .....	8
Requirements for Assessors .....	8
Requirements for Internal Quality Assurers (IQA) .....	8

## Qualification Summary

Level	Sector	Qualification Type
2	Sport, leisure and recreation	Occupational
Total Qualification Time	Credit Value	Guided Learning Hours
300	30	224
Status	Methods of Assessment	Minimum Age
Available to Learners	Portfolio of Evidence	16



# Focus Awards Level 2 NVQ Certificate In Activity Leadership (RQF)

QRN: 601/4886/X

GLH: 224

TQT: 300

Credit 30:

## Qualification Purpose:

The Focus Awards Level 2 NVQ Certificate in Activity Leadership is aimed at those learners working in environments such as holiday centres, youth clubs, leisure centres and other activity establishments. The qualification will provide learners with the necessary skills, knowledge and competence across areas such as health and safety, supporting teams, environmental sustainability, providing good customer service and maintain activity equipment.

## Age Range

Entry is at the discretion of the centre; however learners should be 16 to undertake the qualification.

## Geographical Coverage

This qualification has been accredited for use in England and Northern Ireland.

## Learner Entry Requirements:

The qualification requires physical exertion and individual participation is essential, therefore a degree of physical fitness is necessary. There is an element of communication (discussing, presenting, reading, and writing) and application of number involved, so learners should have basic skills in communication and numeracy at Levels 3 and 2 respectively.

## Reasonable Adjustments and Special Considerations

Please refer to the Focus Awards 'Reasonable Adjustments and Special Considerations Policy'. A copy is available for download from the Focus Awards website at the following url: <https://www.focusawards.org.uk/wp-content/uploads/2016/08/Reasonable-Adjustments.pdf>

## Assessment Methods

This qualification is Internally Assessed. Each learner must create a portfolio of evidence that demonstrates achievement of all the learning outcomes and assessment criteria associated with each unit.

The main pieces of evidence for the portfolio could include some or all of the following:

- Assessor observation
- Witness testimony
- Learner product
- Worksheets
- Assignments/projects/reports
- Record of oral and written questioning
- Learner and peer reports
- Recognition of prior learning (RPL)

## Progression Routes

Learners seeking progress from this qualification can advance their skills further through the following:

- Level 2 + 3 Award in the Principles of Coaching Sport
- Level 3 NVQ Diploma in Leisure Management
- Level 3 NVQ Diploma in Sports Development
- Level 3 NVQ Diploma in Personal Training
- Intermediate Level Apprenticeship in Activity Leadership

## Supporting Material and Useful Websites

- <https://focusawards.org.uk/supportingmaterials>
- <https://ofqual.gov.uk>

## Mandatory Units

Unit Title	Unit Reference	Level	Credit	Guided Learning Hours
Prepare activity sessions	F/601/5532	2	30	4
Lead activity sessions	J/601/5533	3	67	9
Conclude and review activity session	L/601/5534	2	30	4
Support the work of the team and organisation	Y/601/4483	2	15	2
Promote health, safety and welfare in active leisure and recreation	D/601/4484	2	30	4
Support equality and diversity in active leisure and recreation	H/601/4485	3	15	2

## Optional Units

Unit Title	Unit Reference	Level	Credit	Guided Learning Hours
Contribute to participants' personal and social development	K/601/5542	2	37	5
Contribute to participants' exploration and understanding of the natural environment	M/601/5543	2	30	4
Administer finance and information	R/601/5535	2	22	3
Contribute to joint working with other organisations	Y/601/5536	2	30	4
Support the development of the sport or activity	H/601/5538	2	15	2
Look after participants when they are away from home	K/601/559	3	45	6
Enable disabled people to take part in activities	D/601/5540	3	67	9
Contribute to adventurous activities	H/601/5541	2	60	8
Contribute to environmental conservation in active leisure recreation	L/601/4495	3	45	6
Set up, take down and store activity equipment	K/601/4486	2	22	3

Check and service activity equipment	M/601/4487	2	22	3
Give customers a positive impression of yourself and your organisation	L/601/0933	2	33	5

## Staff Requirements

### Requirements for Tutors/Instructors

Tutors delivering the qualification will be required to hold or be working towards a teaching qualification. This may include qualifications such as the Levels 3, 4 or 5 in Education and Training, or a Certificate in Education. Focus Awards will however; consider other teaching qualifications upon submission. Tutors must also be able to demonstrate that they are occupationally competent within the sector area.

### Requirements for Assessors

Assessors will be required to hold, or be working towards a relevant assessing qualification. This includes qualifications such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally-Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement

Focus Awards will however; consider other relevant assessing qualifications upon submission.

Assessors who only hold the Level 3 Award in Understanding the Principles and Processes of Assessment will be required to complete an additional programme of study to achieve the relevant competency units required for one of the qualifications listed above.

Trainee assessors who do not hold an assessment qualification will require their decisions to be countersigned by a suitably qualified assessor.

Assessors must also be able to show they are occupationally competent within the sector area

### Requirements for Internal Quality Assurers (IQA)

Internal Quality Assurers should hold or be working towards the following an IQA qualification. This may include qualifications such as the V1 (previously D34), or the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice. Focus Awards will however; consider other relevant IQA qualifications upon submission. Trainee IQAs who do not hold an IQA qualification will require their decisions to be countersigned by a suitably qualified IQA. IQAs must be able to demonstrate occupational competence.