



Specification

Level 5 Qualification in Community Sports Leadership (CSL5)



**Sports
Leaders**



Introducing the Extraordinary Specification for 2020/21

Note: This Extraordinary Amended Specification has been introduced in response to the Covid-19 crisis to ensure that the qualification's assessments can be delivered by Centres and remain accessible to learners.

In summary - delivery of the SLQ Sports Leaders during the academic year 2020-21 includes the following adaptations:

<p>Definition of community</p>	<p>During these unprecedented times the definition of community has evolved. For the purpose of sports leadership community is defined as:</p> <ul style="list-style-type: none"> • Education provider • Social bubble • Home environment • Social media/digital environment <p>When a learner is asked to deliver an activity within their community this can be done for any of the above.</p>
<p>Demonstration of leadership</p>	<p>With the current restrictions to volunteering with groups of people we have adapted the demonstration of leadership requirement to consist of:</p> <ul style="list-style-type: none"> • 2 hours sports leadership sessions as part of Unit 5 within their community
<p>Responsibility of leading safe sessions as a Sports Leader</p>	<p>A Level 5 Sports Leader during training is required to be supported and guided at all times by their tutor/assessor or person in charge of the organisation they are leading in.</p> <p>The responsible person will be required to advise the learner on risk assessments and the interventions required to put in place in line with the organisation's Covid-19 safety guidance.</p> <p>Once qualified the Sports Leader will be able to lead with indirect supervision and will be responsible for maintaining the safety of a session including Covid-19 guidance and safety considerations.</p>
<p>Covid-19 Learner Support Challenges</p>	<p>SLQ Sports Leaders have developed a series of Covid-19 Learner Support Challenges as identified below. These are available to access as part of home learning or within face to face sessions.</p> <p>The aim of these challenges is to support the Sports Leader to deliver safely during these challenging times. They will guide the learner to recognise the skills that are being developed and guide them to implement them effectively in the ever changing environment.</p> <p>The sessions aim to support the delivery of the qualification through these extraordinary times and support the learner with understanding how they can lead sessions safely during the Covid-19 crisis. The support challenges are referenced throughout the tutor resources and the Learner Resources as 'Power Up Opportunities'.</p>

Supporting learners to develop their skills

SLQ Sports Leaders will support the delivery of this qualification through six new, learner facing, 'Covid-19 Support Challenges', these are included in your learner registration fees. The resources can either be issued to learners to complete during their tutor time or they can be given as sessions to be completed at home. Each session should take about an hour to complete.

The challenges are designed to be delivered alongside the qualification delivery to give support and understanding of the current circumstances for leading activities. It will also give additional ideas to learners about how they might need to adapt to the needs of the Covid-19 crisis environment.

The six challenges are:

- 1) Valuing Learning Challenge – Re-engaging with learning and your community
- 2) Skills for Progression Challenge – The personal skills you need to progress
- 3) Believe in Yourself Challenge – Building confidence to succeed
- 4) Safety First Challenge – Leading activities safely
- 5) Adapting Activities Challenge – Developing activities for a changing environment
- 6) Virtual Leading Challenge – Using technology for leading activities

These challenges are referenced as 'Power Up' opportunities in the Tutor Resources and in the Learner Evidence Record.

Qualification information

Objective:

SCQF CSL5 is nationally recognised qualifications that enable successful learners to lead safe, purposeful and enjoyable sport/physical activity, under indirect supervision.

This 'Extraordinary Amended Specification' has been developed and issued in response to the changes in the environment due to the Covid-19 crisis. The amendments have been put in place so that learners can continue to safely demonstrate their leadership skills for practical assessments.

Minimum age on course start date	13 years old
Pre-requisites	None
Level of supervision during course	Direct supervision
Level of supervision once qualified	Direct supervision when Sports Leaders are 13-15 years old Indirect supervision when Sports Leaders are 16+/turn 16 years old
Notional Learning Time	64 hours
Tutored time (GL)	32 hours
Demonstration of leadership	2 hours required for courses with start dates before 31 st July 2021. See the <i>Demonstration of Leadership hours</i> section below for more details
Credits	7 credits
Insight points	13

Assessment

SLQ Sports Leaders have provided an easy to use Learner Evidence Record (LER) for this qualification. The LER is mandatory and uses the following assessments:

- Practical observation – with additional guidance of how to use videos and conferencing apps to support assessment decisions
- Questioning of underpinning knowledge - via worksheets
- Plans and evaluations completed during the course

* Reasonable adjustments can be made for learners who are unable to complete the LER

Demonstration of Leadership Hours

Adapted assessment to ensure the qualification is accessible for learners during the Covid-19 crisis.

Unit	Leadership hours required for courses with start dates between 1 August 2020 to 31 July 2021
Unit 5 – Lead sport/physical activity sessions in your community	2 hours of leadership to peers

Note: If social distancing and Covid-19 control measures allow, the specification would typically require a total of 10 hours demonstration of leadership for Unit 4. This will not be retrospectively enforced for courses with start dates before 31st July 2021.

Resources – Reviewed for 2020/21

A suite of support resources and guidance to enable you and your learners to create Sports Leaders in 2020/21 will be available.

To assist you with the delivery and assessment of this qualification SLQ Sports Leaders will provide you with access to the following documents electronically:

- This qualification specification – [reviewed for 2020/21](#) to overcome the challenges of Covid-19
- Delivering sports leadership in the Covid-19 pandemic – Guidance for Tutors and other delivery staff
- Learner Evidence Record – [reviewed for 2020/21](#)
- A series of Covid-19 Learner Support Challenges - to support learners to be adaptable to the changing safety needs of their community and the Covid-19 environment
- Tutor Resource presentation slides for each unit – [reviewed for 2020/21](#)
- Quality Assurance Review Checklist – [reviewed for 2020/21](#)
- Internal Verification forms – [reviewed for 2020/21](#)

Training requirements for your Centre

Tutor Training is mandatory for Centres planning to deliver SLQ Sports Leaders qualifications. A minimum of one person per Centre must undertake Tutor Training which gives ‘Trained Tutor/Assessor’ status lasting for two years.

Centre Course Managers (CCMs) e-training and Internal Verification e-training are also mandatory for those that are performing the roles at a Centre. Visit [LEAP](#) to complete the training.

Policies

When agreeing to the Terms and Conditions, all Qualification Centres have acknowledged that the following policies are in place and accessible to both learners and tutors as required:

- Complaints policy
- Malpractice and maladministration policy
- Appeals policy

Our Quality Assurance engagements will check these are in place and whether these have been accessed in the last 12 months. If you have any questions regarding this requirement, please contact your [Senior Quality Assurance Officer](#) or your [Customer Services Team](#) member as soon as possible. We are happy to offer guidance regarding these policies if required.

Progression

This qualification has a progression pathway to the next level of Sports Leadership qualification. This qualification is the SCQF Level 6 Qualification in Sports Leadership.

Price

The price list for all SLQ Sports Leaders qualifications, awards and additional resources can be found [here](#).

FAQs

A list of Frequently Asked Questions can be found [here](#).

Extraordinary Specification for 2020/21

SLQ SCQF Level 5 Qualification in Community Sports Leadership (SCQF CSL5)

Unit Overview

Units All units are mandatory	Guided Learning (Tutor time)	Directed study Includes 10 leadership hours*	Notional Learning Time
Unit 1 – Developing leadership skills	4	6	10
Unit 2 – Plan, lead and evaluate sport/physical activity sessions	10	5	15
Unit 3 – Assist in planning and leading a sports/physical activity event	10	8	18
Unit 4 – Lead activities which promote a healthy lifestyle	7	4	11
Unit 5 – Lead sport/physical activity sessions in your community	1	10*	11
<u>*Adapted Assessment for courses with a start date before 31st July 2021 - learners are expected to complete 2 hours of total demonstration of leadership for Unit 5.</u>	32	32	64
			7 credits
*If social distancing and Covid-19 control measures allow, the specification would typically require a total of 10 hours demonstration of leadership for Unit 5.			

Extraordinary Specification for 2020/21

SLQ SCQF Level 5 Qualification in Community Sports Leadership (SCQF CSL5)

Units and Performance Criteria Guidance

Unit 1 – Developing leadership skills		
Performance Criteria	Minimum action required	What needs to be completed
Learning Outcome 1 – Understand the skills and behaviours needed for effective leadership		
1.1 Explain the similarities and differences between skills and behaviours	Explain at least 1 similarity and 1 difference between skills and behaviours	Task 1.1 – Leadership skills and behaviours Complete task worksheet
1.2 Describe the skills that an effective leader will need	Describe at least 5 skills that an effective leader will need and explain why they are necessary	
1.3 Describe the behaviours that an effective leader will need		
1.4 Explain why the identified skills and behaviours will be necessary for effective, successful leadership	Describe at least 5 behaviours that an effective leader will need and explain why they are necessary	
Learning Outcome 2 – Understand the importance of leadership skills and behaviours in a range of situations		
2.1 Explain how and why identified skills and behaviours might be relevant in other environments	For at least 5 skills and 5 behaviours, explain how and why they might be relevant in other environments	Task 1.2 – Using leadership skills and behaviours in other environments Complete task worksheet
2.2 Explain the positive impact that the identified skills and behaviours might have on employability and success in a work environment	Explain the positive impact they might have on employability and success in a work environment	
Learning Outcome 3 – Be able to evaluate own leadership skills and behaviours		
3.1 Carry out an evaluation of own leadership skills	Carry out a 'self-audit' of their own leadership skills before, during and at the end of the course	Task 1.3 – Evaluate own leadership skills Complete task worksheet
Learning Outcome 4 – Understand the roles and responsibilities of a sports leader		
4.1 Describe the roles and responsibilities of a sports leader	For each listed role, describe at least 2 responsibilities	Task 1.4 – Roles and responsibilities of a sports leader Complete task worksheet
4.2 Outline the leadership opportunities that exist within or outside of the organization	Describe at least 1 opportunity to take on one of the listed roles within or outside of the organisation	

Unit 2 – Plan, lead and evaluate sport/physical activity sessions		
Performance Criteria	Minimum action required	What needs to be completed
Learning Outcome 1 – Be able to plan structured, inclusive and safe sport/physical activity sessions		
1.1 Plan sport/physical activity sessions	Plan a minimum of two sport/physical activity sessions. Each session must have a different purpose and be selected from the list below: <ul style="list-style-type: none"> • Skill development • Fitness based • SAQ/multi-skills • Playground games • Parachute games • Sports day/mini athletics • Taster session • Disability sport • Teambuilding activities 	Task 2.1 – Plan, lead and evaluate sport/physical activity sessions Complete session plans for two sessions
Learning Outcome 2 – Be able to lead structured, inclusive and safe sport/physical activity sessions		
2.1 Use effective communication skills when leading sport/physical activity sessions	Use at least three different verbal and at least three non- verbal communication methods effectively Demonstrate active listening on at least one occasion	Task 2.1 – Plan, lead and evaluate sport/physical activity sessions Practical Observation Form
2.2 Use effective motivation methods when leading sport/physical activity sessions	Use at least three motivational methods effectively	
2.3 Adapt the session effectively in line with the needs of the participant(s)	Adapt a session in line with the participant(s) needs on at least one occasion	
2.4 Use ground rules as part of a sport/physical activity session	Set and enforce at least three ground rules	

2.5 Complete a risk assessment for a sport/physical activity session	Complete a risk assessment for at least one sport/physical activity session	Task 2.2 – Completing a risk assessment for a sport/physical activity session Complete the risk assessment for one planned session
2.6 Lead sport/physical activity sessions	Lead a minimum of two x 15 minutes sport/physical activity sessions. Each session must have a different purpose from the list provided above	Task 2.1 – Plan, lead and evaluate sport/physical activity sessions Practical Observation Form
Learning Outcome 3 – Be able to evaluate sport/physical activity sessions		
3.1 Evaluate sport/physical activity sessions	Evaluate the sessions delivered to include: <ul style="list-style-type: none"> • Aspects of the session that went well • Aspects of the session that require improvement • An explanation of how the evaluation will be used to improve the future sessions 	Task 2.1 – Plan, lead and evaluate sport/physical activity sessions Complete evaluation sections of session plans for at least two different sessions

Unit 3 – Assist in planning and leading a sports/physical activity event		
Performance Criteria	Minimum action required	What needs to be completed
Learning Outcome 1 – Understand the different types of sports/physical activity event		
1.1 Describe different types of sports/physical activity events	Describe at least five different types of sport/physical activity events. Description to include: <ul style="list-style-type: none"> • Key Features • Main uses • Pros and cons • Famous examples 	Task 3.1 – Types of sports/physical activity events Complete the task worksheet
Learning Outcome 2 – Be able to assist in planning a sports/physical activity event		
2.1 Take part in the planning of a sports/physical activity event	Work as part of a group to plan at least one sports/physical activity event	Task 3.2 – Plan, lead and evaluate a sports/physical activity event Complete the event plan template for one event
Learning Outcome 3 – Be able to assist in leading a sports/physical activity event		
3.1 Take part in the leading of a sports/physical activity	Take part in the leading of at least one sports/physical activity event	Task 3.2 – Plan, lead and evaluate a sports/physical activity event Practical Observation Form
Learning Outcome 4 – Be able to evaluate a sports/physical activity event		
4.1 Select and use appropriate methods and tools to evaluate the success of a sports/physical activity event	Evaluate at least one sports/physical activity event	Task 3.2 – Plan, lead and evaluate a sports/physical activity event Complete evaluation section of the event planning template one event

Unit 4 – Lead activities which promote a healthy lifestyle		
Performance Criteria	Minimum action required	What needs to be completed
Learning Outcome 1 – Know the factors that contribute to a healthy lifestyle		
1.1 Describe how the following factors may affect a person's health and fitness: <ul style="list-style-type: none"> • Exercise • Smoking • Drugs • Alcohol • Diet • Age • Environment 	Identify a minimum of one effect on a person's health and fitness for each of the listed factors	Task 3.1- Factors that contribute to a healthy lifestyle Complete the task worksheet
1.2 Describe lifestyle improvement strategies that they could use to improve their own lifestyle	Identify a minimum of 2 strategies that could be implemented to improve their own lifestyle and the impact these would have	
Learning Outcome 2 – Plan, lead and review a session designed to increase a participants' heart rate		
2.1 Plan an activity session which is designed to increase participants' heart rate	Plan a minimum of one activity session that will raise participants' heart rate	Task 3.2 – Plan, lead and review a session designed to increase a participants' heart rate Plan template and Practical Observation Form
2.2 Lead an activity session which is designed to increase participants' heart rate	Lead for a minimum of 10 minutes and identify the basic visual signs of raised heart rate on at least one occasion	
2.3 Review the activity session	Review at least one sport/physical activity session that has been led	

Unit 5 – Lead sport/physical activity sessions in your community		
Performance Criteria	Minimum action required	What needs to be completed
Learning Outcome 1 – Be able to lead sport/physical activity sessions in the community		
1.4 Lead sport/physical activity sessions in the community	Lead a minimum of 10 hours* sport/physical activity sessions in your community <u>*Adapted Assessment for courses with a start date before 31st July 2021 - learners are expected to complete 2 hours of total demonstration of leadership for Unit 5.</u>	Leadership Log