



Specification



SCQF Level 5 Qualification in Community Sports Leadership (CSL5)



**Sports
Leaders**



Introducing the Extraordinary Amended Specification for 2021/22

The Extraordinary Amended Specification for 2020/21 will be maintained in Scotland for the 2021/22 academic year with a minor change to the demonstration of leadership hours required to complete the qualification. These will increase from 2 hours to 5 hours to ensure that learners can continue to complete this meaningful learning experience but moving back towards the 10 hours required in 2019/20.

<p>Definition of community</p>	<p>The definition of community has evolved over the past year and remains true for the future. 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 • The community local to the learner (e.g. at sports clubs, youth clubs, etc.) <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>5 hours sports leadership sessions as part of Unit 5 within their community.</p>
<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 safeguarding and 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.</p>
<p>Learner Support Challenges</p>	<p>The aim of these challenges is to support the Sports Leader to deliver safe and inclusive sport/physical activity sessions. They will guide the learner to recognise the skills that are being developed and guide them to implement them effectively in an ever changing environment.</p> <p>These are learner facing resources and are available to access, as part of your registration fees, as part of home learning or within face to face sessions.</p> <p>The six challenges for to support your delivery of this qualification are:</p> <ol style="list-style-type: none"> 1) Valuing Learning Challenge - 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 <p>The support challenges are referenced throughout the tutor resources and the Learner Evidence Records as 'Power Up Opportunities'.</p>

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	5 hours (see the demonstration of leadership section below for more information on this)
Credits	7 credits
Insight points	13

Demonstration of Leadership Hours - Reviewed for 2021/22

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 2021 to 31 July 2022
Unit 5 - Lead sport/physical activity sessions in your community	5 hours of leadership to peers

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
- Assessment of written tasks (task worksheets provided in the LER)
- Plans and evaluations completed during the course

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

Resources - Reviewed for 2021/22

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 2021/22](#)
- Learner Evidence Record - [reviewed for 2021/22](#)
- A series of Learner Support Challenges - to support learners to be adaptable to the changing safety needs of their community
- Tutor Resource presentation slides for each unit - [reviewed for 2021/22](#)
- Quality Assurance Review Checklist
- Internal Verification forms - [reviewed for 2021/22](#)
- Internal Assessment Record - [reviewed for 2021/22](#)

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 Manager (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:

- Malpractice and maladministration policy
- Appeals and complaints policy
- Equal opportunities policy

Our Quality Assurance reviews 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 email qa@sportsleaders.org.

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](#).

SLQ SCQF Level 5 Qualification in Community Sports Leadership (CSL5)
 Extraordinary Amended Specification from 1st August 2021
 Unit Overview

What has changed?

The Demonstration of leadership hours has changed to 5 hours for August 2021 course starts onwards

Units All units are mandatory	Guided Learning (Tutor time)	Directed study	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
	32	32	64
			7 credits
* Includes 5 hours demonstration of leadership to complete in Unit 5. This is an Adapted Assessment for courses with a start date before 31st July 2022.			
Note: The learner needs to be assessed for and pass all performance criteria from Units 1 and 2 before leading any of the 5 hours leadership required for this unit			

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

Extraordinary Amended Specification from 1st August 2021

Unit Overview

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

Performance Criteria	Minimum action required	What needs to be completed
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 from 1st August 2021 to 31st July 2022 - learners are expected to complete 5 hours of total demonstration of leadership for Unit 5.</u>	Leadership Log