

Unit Title:	Reflect on and develop own practice in providing exercise and physical activity
OCR unit number	5
Sector unit number	F1214
Level:	2
Credit value:	4
Guided learning hours:	23
Unit expiry date:	30/04/2015

Unit purpose and aim

This unit covers the knowledge and competence that the learner needs, to reflect on and develop own practice in providing exercise and physical activity.

Learning Outcomes	Assessment Criteria
<p>The Learner will:</p> <p>1 Understand how to reflect on and develop own practice in providing exercise and physical activity</p>	<p>The Learner can:</p> <p>1.1 List the values or codes of practice relevant to the work being carried out and describe their importance</p> <p>1.2 Describe the role of the fitness professional in the industry</p> <p>1.3 Outline the importance of reflection and continuing professional development in helping clients to develop fitness and motivation</p> <p>1.4 Outline the structure of the industry</p> <p>1.5 Identify industry organisations and describe their relevance to the fitness professional</p> <p>1.6 Outline appropriate registration systems and continuing professional development requirements</p> <p>1.7 Describe employment opportunities in different sectors of the industry</p>
<p>2 Understand how to reflect on own professional practice</p>	<p>2.1 Describe aspects of professional practice that should be reflected on</p> <p>2.2 Outline the information that should be used to reflect on own professional practice</p> <p>2.3 Describe different methods of collecting information and how to interpret it</p> <p>2.4 Describe how to reflect on own professional practice</p> <p>2.5 Identify key lessons and how to make use of these in future professional practice</p> <p>2.6 Outline the importance of discussing ideas with another professional</p>

Learning Outcomes	Assessment Criteria
<p>3 Be able to reflect on own professional practice</p>	<p>3.1 Review the outcomes of working with clients, their feedback and feedback from other staff</p> <p>3.2 Identify:</p> <ul style="list-style-type: none"> • how effective physical activities were • how effective and motivational the relationship with the client was • how well the professional codes of ethics were implemented when working with clients • how well the instructing style adopted matched clients' needs • how well the clients' exercise, including their health, safety and welfare were managed • the effectiveness of interacting and working with other members of staff <p>3.3 Identify ways in which future practice can be improved</p> <p>3.4 Discuss ideas with another professional and take account of their views</p>
<p>4 Understand how to improve own professional practice and career opportunities</p>	<p>4.1 Identify how often professional practice should be reviewed</p> <p>4.2 Outline how to access information on developments in exercise and physical activity</p> <p>4.3 Identify areas in which further development in own professional practice is required</p> <p>4.4 Describe the importance of having a personal action plan in place for own development</p> <p>4.5 Outline the types of development activities that are available and how they can be accessed</p> <p>4.6 Describe the importance of regularly reviewing and updating own personal action plan</p>
<p>5 Be able to improve own professional practice and career opportunities</p>	<p>5.1 Review own professional practice on a regular basis</p> <p>5.2 Keep up-to-date with developments in exercise and physical activity</p> <p>5.3 Consider own career goals</p> <p>5.4 Develop a personal action plan that will help to improve professional practice and career prospects</p> <p>5.5 Take part in relevant development activities as part of the personal action plan</p> <p>5.6 Review own progress in developing professional practice and career prospects and update the personal action plan accordingly</p>

Assessment

This qualification is internally assessed by centre staff and externally verified by OCR Assessors.

Evidence Requirements

This unit can be assessed by using a variety of methods from workplace evidence. This may be gathered through a combination of assessor observations, witness testimony and/or authentic records of the learner's work (for example, diaries and/or reflective accounts countersigned by a senior colleague).

Please refer to Section 3 of the Centre Handbook for detailed information about conducting assessment and producing valid candidate evidence.

There must be evidence that the learner has met all of the assessment criteria listed against 'the learner will be able to' through their own work.

This evidence must be gathered by the assessor observing the learner on more than one occasion. There should be sufficient observations to ensure that the learner has met all the requirements.

This may be gathered through a combination of assessor observations, witness testimony and/or authentic records of the learner's work (for example, diaries and/or reflective accounts countersigned by a senior colleague).

Simulation

Simulation is allowed for 7.7 and 7.10, if there is no naturally occurring evidence available.

Knowledge and understanding

There must be evidence that the learner possesses all of the knowledge and understanding shown in the unit assessment criteria listed against 'the learner will know how to'. In most cases this can be done by the assessor questioning the learner orally. However, other techniques, such as projects, assignments and/or reflective accounts may also be appropriate.

Assessors should note that some of the knowledge and understanding items require the learner to show that they know and understand how to do something. If there is evidence from the learner's own work that they know and understand this technique (as there should be), there is no requirement for them to be questioned again on this topic.

Guidance on assessment and evidence requirements

There must be evidence that the learner's work has met the following requirements.

This must include as a minimum:

- One type of client individuals/groups
- Six types of professional practice

Learning Outcome 5

When improving own professional practice and career opportunities the learner must cover all 6 of the following aspects of professional practice:

- planning exercise
- instructing exercise
- observing and supporting clients
- use of resources
- communicating with clients
- motivating clients

National Occupational Standards (NOS) mapping/signposting

A335 Reflect on and develop own practice in providing exercise and physical activity

NOS can viewed on the relevant Sector Skills Council's website or the Occupational standards directory at www.ukstandards.co.uk.

Functional skills signposting

This section indicates where candidates may have an opportunity to develop their functional skills.

The functional skills standards can be found to view on the Ofqual website:

<http://www.ofqual.gov.uk/qualification-and-assessment-framework/89-articles/238-functional-skills-criteria>

Functional Skills Standards					
English		Mathematics		ICT	
Speaking and Listening	✓	Representing	✓	Use ICT systems	✓
Reading	✓	Analysing	✓	Find and select information	✓
Writing	✓	Interpreting	✓	Develop, present and communicate information	✓

Resources

The specific requirements for the Level 2 Diploma in Instructing Exercise and Fitness NVQ include:

1. Sufficient space for the safe and effective delivery of the Exercise and fitness discipline/activity (this should take into account health and safety requirements, equal opportunities practice (e.g. taking into account any special requirements or disabilities of learners), and the number of learners being assessed. The space required will be determined by the discipline/ activity eg exercise to music will require a studio space)
2. Sufficient and safe equipment that is fit for purpose and in good working order enabling all aspects of the standards to be met (this should take into account the need to keep appropriate records regarding the maintenance and calibration of equipment according to manufacturers guidelines. The range of available equipment should enable learners to be assessed in all relevant aspects of the standard according to the evidence requirements. The equipment required will be determined by the discipline/ activity eg for gym a range of free weights, resistance and cardio machines will be required to meet the evidence requirements).

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850) on the OCR website www.ocr.org.uk .