

Higher National Unit Specification

General information for centres

Unit title: Community Education and Sports Provision in Scotland

Unit code: DD2K 35

Unit purpose: On completion of the Unit the candidate should be able to explain the structure and organisation of Community Education in Scotland. They should also be aware of the relationship between sport and Community Education.

This unit is designed to give the candidate underpinning knowledge of Community Education, its structure, organisation and role in the development of local sports provision. It should also give the candidate an understanding of the necessity of closer liaison between local authority sections/departments who share similar aims and objectives.

On completion of this Unit the candidate should be able to:

- 1 Describe the structure and aims of Community Education.
- 2 Describe the relationship between sport and Community Education.
- 3 Researching local Community Education provision and the contribution of sport.

Credit value: 1 HN Credit at SCQF level 8: (8 SCOTCAT credit points at SCQF level 8*)

**SCOTCAT points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCOTCAT points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to doctorates.*

Recommended prior knowledge and skills: Candidates should have good communication skills both written and verbal.

Core skills: There may be opportunities to gather evidence towards core skills in this Unit, although there is no automatic certification of core skills or core skills components.

Context for delivery: If this unit is delivered as part of a group award, it is recommended that it should be taught and assessed within the subject area of the group award to which it contributes.

This unit is included in the framework for the HNC/D Sports Coaching with Development of Sport and would normally be delivered during the second Year of an HND programme.

The candidates will collect and collate information relating to the closer working relationships that can be established between leisure and sporting professionals and Community Education professionals or equivalent organisations that fulfil this role.

General information for centres (cont)

Unit title: Community Education and Sports Provision in Scotland

Assessment:

Outcome 1 will be assessed by a written submission of between 1000 - 1200 words

Outcome 2 will be also be assessed by a written submission of between 1000 - 1200 words

Outcome 3 will take the form of a research project of between 2500 -3000 words.

An exemplar instrument of assessment and marking guidelines has been produced to indicate the national standard of achievement required at SCQF level 8.

Higher National Unit specification: statement of standards

Unit title: Community Education and Sports Provision in Scotland

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The sections of the Unit stating the Outcomes, knowledge and/or skills, and evidence requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Describe the structure and aims of Community Education

Knowledge and/or skills

- The structure of Community Education.
- The aims of Community Education.
- The core services of Community Education.
- The objectives of Community Education.
- The methodology of Community Education.

Evidence requirements

To achieve this Outcome the candidate will have to provide written evidence that they can cover all of the section on knowledge and/or skills.

The candidate will have to provide written evidence that they can;

Describe a minimum of 3 aspects of the structure of Community Education

Describe a minimum of 3 aims of Community Education

Describe a minimum of 3 core services of Community Education.

Describe a minimum of 3 objectives of Community Education

Describe a minimum of 3 methods utilised by Community Education

The written assessment will be approximately 1200 words.

Higher National Unit specification: statement of standards (cont)

Unit title: Community Education and Sports Provision in Scotland

Assessment guidelines

This outcome will be assessed by a written submission designed to meet all of the evidence requirements and all of the section on knowledge and/or skills.

It is possible to integrate the assessments for Outcomes 1 and 2. In that event the submission will be approximately 2400 words

Outcome 2

Describe the relationship between sport and Community Education

Knowledge and/or skills

- Sports provision within Community Education.
- Sports participation within the selected provision.
- Costs involved in participating in sports activities within Community Education.
- The relationship between Community Education and local authority leisure and sport providers.
- The extent to which Community Education uses sport to contribute to non-sporting initiatives.

Evidence requirements

To achieve this Outcome the candidate will have to provide written evidence that they can cover all of the section on knowledge and/or skills. This will take the form of a submission of approximately 1200 words.

Assessment guidelines

This outcome will be assessed by a written submission designed to meet all of the evidence requirements and all of the section on knowledge and/or skills

It is possible to integrate the assessments for Outcomes 1 and 2. In that event the submission will be approximately 2400 words

Outcome 3

Researching local Community Education provision and the contribution of sport.

Knowledge and/or skills

- Current locally devised initiatives
- The influence of nationally devised initiatives on local initiatives
- Targeting of initiatives to specific groups
- Differences between voluntary and funded initiatives

Higher National Unit specification: statement of standards (cont)

Unit title: Community Education and Sports Provision in Scotland

Evidence requirements

To achieve this Outcome the candidate will have to provide written evidence that they can cover all of the section on knowledge and/or skills.

The candidate is required to complete a research project of 2500 words in which they provide detail and discussion of Community Education initiatives in a local area. These initiatives should have a sporting focus but it may be that, as mentioned in Outcome 2, sport is the secondary consideration.

The submission of documented evidence of research would be essential.

Assessment guidelines

Submissions must address all the relevant issues. Candidates must provide discussion of the relevant issues and highlight both the positive and negative features where these may be applicable.

Administrative Information

Unit code: DD2K 35

Unit title: Community Education and Sports Provision in Scotland

Superclass category: GD

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Higher National Unit specification: support notes

Unit title: Community Education and Sports Provision in Scotland

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

The unit will provide the candidate with a general overview of the structure and aims of Community Education before focusing their studies on the provision of sports within selected area. This will enable the candidates to make contact within their local Community Education services and familiarise themselves with the day-to-day management and organisation of sports activities provided therein.

The unit should be delivered in a fashion that will allow contact to be made with as many sports providers as possible. The candidate should generate a “network” of contacts through the research and report exercise. The Assessing Centre might arrange Guest speakers and the candidate might be able to further utilise these contacts for generating evidence.

It will be important for the candidate to visit and interview local officers within Community Education, as well as officers within the Leisure Department.

It should be noted that traditionally Community Education, as a discipline has been part of any local authority’s Education Department, however that particular structure has been changing.

There has been some convergence of organisation and delivery of Community Education and Leisure and Sport Departments in contemporary Scottish local authorities, and in some areas the leisure role and function are combined along with other local authority roles and functions, (including Community Education), into a large department currently described as “Community Services”.

One of the clear links between Community Education and Leisure, Sport and Recreation Departments in some local authorities is that all bookings for school sports facilities required for after normal school hours are administrated by the support staff of the Community Education service.

It should also be understood that in other local authorities that the two main objectives of Community Education; Youth Work and Adult Education, fall into another department, (e.g. Integrated Lifelong Learning Services). The role and functions of leisure, sport and recreation in some local authorities are undertaken by a trust which is a separate entity. There may be, however, another structure, (e.g. Corporate Connections Board) established for a cross-departmental approach to all youth issues.

Higher National Unit specification: support notes (cont)

Unit title: Community Education and Sports Provision in Scotland

Some local authorities have Home/School Link initiatives that are neither exclusively Youth Work nor Adult Education, but are partnerships between schools and parents/guardians. In some local authorities this falls into Community Services and in others it falls into the remit of the Education department.

These discrepancies in local authority delivery throughout Scotland should not detract from the original purposes of this Unit. The candidate will still have to investigate the nature of Community Education and its relationship with Leisure and Sport as it currently stands in their particular area. Indeed in any understanding of Scottish local authorities should be clear that there are no fixed parameters and that local authority provision is a changing and dynamic concern that must meet the needs of the community. These are important considerations for the candidate to understand and will also assist them in gaining employment with a local authority provider.

The unit will encourage candidates to critically evaluate the selected area and after negotiation, identify a “gap” in the existing provision. This process will culminate in the formulation of a development possibility or sports provision adhering to the aims of Community Education.

Many Community Education professionals after consultation with necessary individuals and groups, will utilise sport as a vehicle to drive along the general aims of Community Education. Sport has been used to encourage people to become socially included and to become an active citizen. In the wider field of health, fitness and exercise, Community Education projects have used classes to provide groups with activity, opportunities to socialise and to enhance lifelong learning towards a healthier and fitter life.

Some previous ideas utilised by candidates, either real or hypothetical have been; after school clubs for Primary School children to promote health and fitness, (Social Inclusion; Lifelong Learning); health and fitness classes for women, (Social Inclusion; Lifelong Learning; Adult Education); structured sports activities for youths, i.e. competitions, (Youth Work; Social Inclusion); football for dads and children at Primary Schools, (Active Citizenship; Social Inclusion; Adult Education); well-being classes including IT training, beauty tips, diet and nutrition, health, fitness and exercise, (Social Inclusion; Active Citizenship; Adult Education; Lifelong Learning).

Outcome 1

Main Aspects of Community Education Structure

Departmental; Area/District wide; normally hierarchal; Officer responsibilities; management levels; Regional; national.

Main Aims

Lifelong learning; social inclusion; active citizenship. There will also be regional; group; individual aims set locally.

Higher National Unit specification: support notes (cont)

Unit title: Community Education and Sports Provision in Scotland

Core Services

Services to young people; adult and continuing education.

Range of Objectives

Youth work; adult education; clubs; short courses; training sessions.

Community Education Methodology

Enablement; empowerment; needs analysis.

Outcome 2

Sports Provision

Community Education occurs in Schools; clubs; Colleges, Community Education Centres and in a variety of other facilities. The range of sports activities is extensive and is only restricted by the type of facility accessible and the needs of the individual or group.

Critical Appraisal of Sports Provision

Use in terms of clients; facilities; booking; availability of instruction; times; funding; cost of provision to the client.

Participation Levels

Numbers taking part; client groups; levels of activity; range of activity; availability of participation.

Costs

Hire of equipment; facility; instruction.

Relationship between Community Education and other Local Authority providers

Is it positive? Clear? Links and liaison? Any clear working partnerships? Any criticisms? Obvious overlap?

Means to an End

Community Education may utilise sport as a means to an end towards achieving Community Education aims and objectives.

Outcome 3

Study of local issue and the effect of national initiatives on local issues.

Targeting of initiatives to meet the needs and demands of:

Local people

Political initiatives – central and local.

Health related initiatives

Employment issues

Crime and quality of community and environmental issues and their effects on sport and conversely, the effect of sport on these issues.

Higher National Unit specification: support notes (cont)

Unit title: Community Education and Sports Provision in Scotland

Sports provision may be developed through one, all, or a combination of the following:- raising awareness/enhancing opportunities/increased participation rates/performance standards improved. The development may include Youth Work and/or Adult and Continuing Education initiatives.

Reasons for Development

As a vehicle towards achieving Community Education aims; to satisfy a need; liaison between local authority departments/sections

Resources

Staffing; equipment; funding; facilities.

Guidance on the delivery and assessment of this Unit

It is envisaged that this Unit will be initially delivered in the conventional sense in regard to Outcome 1. The candidate will have to understand the structure and organisation of a local authority as well as the structural aspects of the Community Education section as it is appropriate to their given area.

In Outcome 2 the candidate may be encouraged to use the Internet, write letters to different local authorities and undertake personal visits at this stage.

Guest speakers from local authority Community Education providers are strongly recommended and/or visits to relevant facilities or offices.

Outcome 3 will rely to a large extent on research skills of the candidates.

As the Unit develops it would be envisaged that there is a less didactic approach and candidates will be encouraged to make use of research techniques to illicit information related to the outcome and the knowledge and skills.

This can be achieved out with normal class hours and the candidate should be encouraged to take on a personal responsibility to undertake these tasks.

The likelihood is that the candidate will achieve the evidence requirement through research undertaken out-with the timetabled lectures, although some time should be considered to assessment preparation during normal classes.

Candidates should research and investigate possible proposals with professionals in the Community Education, Sporting and Leisure field.

By research the candidate, working on their own or in a small groups, should collect sufficient information to produce a report.

Higher National Unit specification: support notes (cont)

Unit title: Community Education and Sports Provision in Scotland

Although some or all of the information collected may be achieved in small groups the report must be written independently.

Open learning

Open learning implies that, while candidates study out with the centres using materials provided, it would be necessary to attend the centre for assessment purposes. For further information of Open and Distance Learning, please refer to the SQA publication, Assessment and Quality Assurance of Open and Distance Learning (SQA 2000).

Special needs

This Unit specification is intended to ensure that there are no artificial barriers to learning or assessment. Special needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering special alternative Outcomes for Units. For information on these, please refer to the SQA document *Guidance on Special Assessment Arrangements* (SQA, 2001).

General information for candidates

Unit title: Community Education and Sports Provision in Scotland

The Unit introduces the candidate to the discipline of Community Education.

Many people have little or no general understanding of the nature of Community Education and may have only a limited experience of the aims and objectives of this local authority service.

As Community Education and Leisure and Sport departments at local authority level continue to converge, it is important for a sports coach and/or sports development officer to have a good knowledge of the philosophy and methodology of Community Education.

There are and will continue to be employment opportunities within Community Education and sports provision.

This unit is designed to give the candidate underpinning knowledge of this discipline, its structure, organisation and role in the development of local sports provision. It should also give the candidate an understanding of the necessity of closer liaison between local authority departments, who share similar aims and objectives.

On completion of the unit you will be able to describe the structure and aims of Community Education; describe the sports provision made within the service and research a development possibility for the improvement of that sports provision.

Outcomes 1 and 2 will be assessed by written assessments totalling 2400 words.

Outcome 3 will require you to complete a research project of 2500 words

Bibliography

1. <http://www.infed.org/biblio/b-scotcs.htm>. Reference for Alexander Report, 1975. (Or subsequent relevant publications).
2. <http://www.scotland.gov.uk>
3. Local publications :-
 - (a) Development plan.
 - (b) Brochures; leaflets; booklets; posters.
4. Torkildsen, G : “Leisure and Recreation Management” (Feasibility Studies)
5. HMSO : Scottish Office (Alexander Report/leaflets/other reports).
6. Alexander Report (1975) Scottish Community Education Council (SCEC). (Or other current legislation).