National Unit Specification: general information

UNIT Promoting Safe and Ethical Sport: Table Tennis (SCQF level 4)

CODE F1G0 10

SUMMARY

The purpose of this Unit is to introduce the candidate to the ethics of coaching, the relevant codes of behaviour, and the means of dealing with an accident or emergency and the basic rules/laws of the sport. These will all underpin the leadership and coaching processes.

This Unit is suitable for candidates who have a strong interest in sport, leadership and the coaching process and who wish to develop their knowledge of the creation of a safe and secure environment for participants to ensure that learning may take place. It is also suitable for candidates who wish to improve their knowledge of the relevant code of conduct as required by their sport. It may be of interest to candidates who have previously practised the sport and now wish to contribute to improving the performance of others.

OUTCOMES

1 Promote a healthy and safe environment for participants in a component of an activity session.
2 Promote the relevant code of practice/conduct for the sport.

RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates would normally be expected to have attained one of the following, or equivalent:

- a Scottish/National Governing Body (S/NGB) preliminary coaching award

and/or

- evidence of recent involvement in the sport and an aptitude in it

Administrative Information

Superclass: MA

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National Unit Specification: general information (cont)

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CREDIT VALUE

0.5 credit at Intermediate 1 (3 SCQF credit points at SCQF level 4*)

**SCQF credit 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 SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

CORE SKILLS

There is no automatic certification of Core Skills in this Unit.

The Unit provides opportunities for candidates to develop aspects of the following Core Skill:

Communication (SCQF level 4)

These opportunities are highlighted in the Support Notes of this Unit Specification.

National Unit Specification: statement of standards

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Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the Scottish Qualifications Authority.

OUTCOME 1

Promote a healthy and safe environment for participants in a component of an activity session.

Performance Criteria

(a) Complete a basic risk assessment appropriate to the component of the activity.
(b) Describe the relevant emergency procedures.
(c) Complete an accident report form.

OUTCOME 2

Promote the relevant code of practice/conduct for the sport.

Performance Criteria

(a) Demonstrate knowledge of the relevant code of practice/conduct for the sport.
(b) Demonstrate knowledge of the current legislation/guidelines about the protection of children and vulnerable adults from abuse.
(c) Describe the role of the coach as a role model.

EVIDENCE REQUIREMENTS FOR THIS UNIT

Evidence is required to demonstrate that the candidates meet the requirements of both Outcomes and all of the Performance Criteria.

This may be achieved by one assessment where the assessment task is integrated.

For Outcome 1 recorded written and/or oral evidence is required. This will include/consist of:

- A completed basic risk assessment form. This must take account of participant safety, the sport environment (ie the activity area), resources and reporting procedures.
- A completed accident report form.
- A description of relevant emergency procedures. This may be in the form of (but not restricted to) answers to restricted response questions, a case study, a description of procedures appropriate to a simulated or real scenario.

National Unit Specification: statement of standards (cont)

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For Outcome 2 recorded evidence is required that allows the candidate to:

- Demonstrate knowledge of the relevant code of conduct. This may be supplemented by a checklist and questions if required.
- Demonstrate an understanding of current legislation/guidelines about the protection of children and vulnerable adults from abuse.
- Describe the main roles of a coach. This may be in the form of (but is not restricted to) evidence from the performance of the candidate in the coaching environment which may be supplemented by questions, or may be in the form of a case study or restricted response questions.

National Unit Specification: support notes

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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 20 hours.

GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

Outcome 1

Basic Risk Assessment

The five steps to risk assessment:

1 Look for the hazard.
2 Decide who might be harmed and how.
3 Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done.
4 Record your findings.
5 Review your assessment and revise it if necessary. (Note that this step is not assessed in this Unit).

Emergency procedures

Facility operating procedures — such as NOP (Normal Operating Procedures) and EAP (Emergency Action Plan), accident reporting. (The actual terms used may vary).

Outcome 2

Codes of Conduct for Coaches — SportsCoachUK, Code of Conduct and Ethics.

Scottish/National Governing Body (S/NGB) requirements for coaches working with specific performers or groups. Examples include material from the Scottish Rugby Union, the Scottish Football Association etc.

Protection of children issues: eg RSSPCC (Children 1st), Disclosure Scotland.

The coach as a role model — discussion of the influence that a coach or player may have on the aspirations of young potential athletes.

GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

If the Unit is delivered as part of the planned Group award, it must be delivered within the same sports context as the other Units in the Group Award - *Prepare for the Delivery of a Coaching Activity* (SCQF level 4) and Conduct and *Review Coaching Activities* (SCQF level 4).

The candidate is expected to be familiar with the main rules/laws of the sport before undertaking this Unit.

National Unit Specification: support notes (cont)

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Candidates should be encouraged to examine the main concepts of the Code of Conduct and Ethics and any specific requirements produced by the National Governing Body for their specific sport.

Candidates must have a clear understanding of their duty towards young people in their care and an understanding of the current legislation/guidelines about the protection of children and vulnerable adults from abuse.

While this may be delivered in a classroom situation and evidence of knowledge may well be gathered in that environment, it will be while actually coaching that a candidate will demonstrate the practical aspects of the knowledge gained.

With regard to injuries, while a candidate may indeed produce real evidence of the practical application of the knowledge, it would be acceptable and appropriate that the evidence gathered may be based on questions, documents prepared by candidate or others, and simulation may be used if required for both delivery and assessment purposes. For this Unit, the candidate is not expected to deal directly with any accident or emergency but is expected to be aware of the appropriate procedures which require to be followed.

GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT

Outcome 1

A variety of approaches may be used as appropriate to the sport and candidate.

Candidates are required to submit a basic risk assessment for a component of a session/activity which they led. This may have been prepared by the candidate in whole or in part or may be that used by the centre.

Candidates are required to gather details on emergency procedures for the environment in which they are coaching. This may be an existing document or may be created by the candidate or a combination of these items (eg a submitted document and candidate written comment).

Candidates will produce a real or simulated accident report form.

Outcome 2

There may be a need to support this with questions where a specific item of knowledge is not clearly demonstrated by a task. This may be in a written form or by oral questions.

Much evidence will be of a practical nature. Delivering centres may use appropriately devised checklists and/or assessor reports.

National Unit Specification: support notes (cont)

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Opportunities for developing Core Skills

Although skills in Communication are not formally assessed candidates will be expected to present information to a standard acceptable in the vocational area. They should be encouraged to express ideas and information accurately and concisely, and to be aware of the impact of presentation on the effectiveness of promoting safe and ethical sport.

Skills in accessing and evaluating a range of sources which provide current information on professional information, the codes of conduct and ideas could usefully be developed, in order that candidates are able to read and evaluate underpinning reference materials from a range of sources and electronic sites.

CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).