



National Unit specification: general information

Unit title: Golf Course Practical Experience (SCQF level 4)

Unit code: H1TT 10

Superclass: SF

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Summary

This Unit is designed to provide candidates with the knowledge and skills required for the basic maintenance operations carried out on a golf course. Candidates must have access to a golf course. In this Unit candidates will learn about the role of the greenkeeper, develop an understanding of health and safety policies governing practical work on a golf course and how to use hand tools. They will demonstrate proper procedure and care while carrying out a range of duties over time on a golf course. On successful completion of this Unit, candidates may progress to Units in Greenkeeping at SCQF level 5.

This Unit is suitable for all ages of candidate with no formal qualifications. It is part of the National Certificate in Greenkeeping at SCQF level 4 but may also be taken as a free standing Unit.

Outcomes

- 1 Describe the role of the greenkeeper and produce a personal action plan.
- 2 Describe the health and safety requirements for working on a golf course.
- 3 Identify tools and equipment used by a greenkeeper and their uses.
- 4 Carry out a range of duties on the golf course over time.

Recommended entry

No formal qualifications are required, but candidates should have an interest in golf or greenkeeping and have access to a golf course.

General information (cont)

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Credit points and level

2 National Unit credits at SCQF level 4 (12 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

Achievement of this Unit gives automatic certification of the following Core Skills component:

Complete Core Skill	None
Core Skill component	Critical Thinking at SCQF level 4 Planning and Organising at SCQF level 4

There are also opportunities to develop aspects of Core Skills which 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 SQA. All practical activities must be carried out according to current health and safety legislation and with due care and attention to the natural resources.

Outcome 1

Describe the role of the greenkeeper and produce a personal action plan.

Performance Criteria

- (a) Identify the range of activities carried out by a greenkeeper.
- (b) Describe the skills and qualities required by a greenkeeper.
- (c) Reflect on own skills and qualities in terms of the role of the greenkeeper.
- (d) Produce an action plan for personal development to become an effective greenkeeper.

Outcome 2

Prepare for working on a golf course, taking account of health and safety requirements.

Performance Criteria

- (a) Describe the importance of an induction plan for golf course maintenance staff.
- (b) Complete an induction programme typically offered to golf course maintenance staff.
- (c) Carry out risk assessments for a range of tasks and operations carried out on a golf course.
- (d) Describe safe working practices for the range of tasks and operations carried out on a golf course.

Outcome 3

Select and maintain tools and equipment used by a greenkeeper and their uses.

Performance Criteria

- (a) Identify and describe the use of a range of tools and equipment used by a greenkeeper.
- (b) Select appropriate tools, machinery, materials and equipment to carry out a range of specialist tasks to the required standards.
- (c) Carry out the appropriate after care and storage of tools, machinery, materials and equipment used to carry out a range of specialist tasks.

National Unit specification: statement of standards (cont)

Unit title: Golf Course Practical Experience (SCQF level 4)

Outcome 4

Carry out a range of duties on the golf course over time.

Performance Criteria

- (a) Plan work activities in accordance with instructions given.
- (b) Work safely at all times in accordance with instructions given.
- (c) Complete a range of tasks on a golf course over time.
- (d) Record evidence of all duties carried out including a time log.
- (e) Reflect on own performance in all duties and tasks carried out.
- (f) Compare performance with initial personal development plan.
- (g) Produce a report of progress made.

Evidence Requirements for this Unit

Oral/written and performance evidence is required to demonstrate that candidates have achieved all Outcomes and Performance Criteria. All practical activities must be carried out in accordance with current health and safety regulations, including wearing personal protective equipment where necessary.

Outcome 1

Written and/or oral closed-book evidence must include:

- ◆ the identification of a minimum of five activities carried out by a greenkeeper
- ◆ a description of three skills and three qualities required by a greenkeeper from the list:
 - changing holes, pedestrian mowing, moving tee markers, raking bunkers, divoting, irrigation, fertilising, site assessment and completion of tasks to the standards required
 - qualities include: correct conduct when golf is in play, following proper procedures when golf is in play, courtesy towards golfers, pride in work, interest in the land used for golfing (environment, ecology, wildlife) or any other suitable response
- ◆ candidate reflection on how his/her own skills and qualities compare with those required to be an effective greenkeeper
- ◆ an action plan to improve/enhance own skills and qualities to match those required by an effective greenkeeper

Outcome 2

Written and/or oral supervised open-book and performance evidence which includes:

- ◆ a description of the importance of an induction plan for golf course maintenance staff
- ◆ the completion of a typical induction programme offered to golf course maintenance staff
- ◆ the completion of one risk assessment from the following tasks and operations:
 - pedestrian mowing, hole changing and bunker rating
- ◆ a description of the safe working practices for the tasks and operations already identified and risk assessed above

National Unit specification: statement of standards (cont)

Unit title: Golf Course Practical Experience (SCQF level 4)

Outcome 3

Oral/written closed-book and performance evidence is required which includes:

- ◆ a list containing a minimum of eight tools, machines and items of equipment, commonly used by greenkeepers and a description of their uses; from the list:
 - rakes, brushes, spades, shovels, switches, hole changing equipment, pedestrian mowers, turf cutters, scissors or any other appropriate answer
- ◆ the selection of the correct tools, machinery and equipment to carry out the following tasks to the required industry standard:
 - divoting, bunker raking, litter collection, turf repairs, hole changing, switching, brushing, pedestrian mowing
- ◆ the completion of the tasks to the expected industry standard
- ◆ the completion of aftercare activities and storage of tools, machinery and equipment used to complete the practical activities. This will include: wash down, after use checks, refuelling, completion of all log books, storage in correct areas

Outcome 4

Performance, written and/or oral open-book supervised evidence which includes:

- ◆ a minimum of six simple plans to cover work activities prior to carrying out the activities on the golf course, in accordance with instructions given by supervisor
- ◆ completion of all work activities in a safe manner, including wearing personal protective equipment as required, in accordance with instructions given
- ◆ a record and time log of duties carried out over a period of time on the golf course
- ◆ candidate reflection on own performance compared to original personal action plan completed as part of Outcome 1
- ◆ a report on personal progress made on the completion of the work activities on the golf course over time

National Unit specification: support notes

Unit title: Golf Course Practical Experience (SCQF level 4)

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 80 hours.

Guidance on the content and context for this Unit

This is a mandatory Unit within the National Certificate An Introduction to Greenkeeping at SCQF level 4, but may also be taken as a free standing Unit.

Safety regulations and safe working practices and procedures should be adhered to at all times.

This Unit is aligned to the following Lantra, Sector Skills Council's National Occupational Standard (NOS) Units:

Unit L1	Site Preparation
Unit L3	Maintain General Amenity Turf
Unit L5	Maintain The Health of Sports Turf
Unit L6	Present, maintain and repair sports turf surfaces
Unit L7	Present, maintain and repair artificial turf surfaces
Unit L20	Plan the Maintenance of Sports Turf Surfaces
Unit L27	Use and Maintain Equipment and Machinery

In the Unit candidates will have the opportunity to develop aspects of the following essential skills:

Employability: by developing work ethic, time keeping, self management and team working skills

Citizenship: by contributing effectively to the team's role in producing and developing high quality standards of workmanship for the game of golf.

Sustainability: by developing and understanding the importance of resources used in the maintenance of golf courses, including water, chemicals and fuels, and implementing sound systems that sustain the long term benefits to the environment.

Guidance on learning and teaching approaches for this Unit

Candidates will require access to a golf course and should be encouraged to visit Golf Clubs and play the game of golf as often as they can although playing golf is not essential for candidates undertaking this Unit. Practical activities carried out by the candidates should be preceded by demonstration(s) by the tutor or experienced greenkeeper, with reference made to current practice and terminology. Candidates should be encouraged to work as part of a team when participating in each of the key stages of course set up relating to the rules of golf.

National Unit specification: support notes (cont)

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Learning approaches should be practical wherever possible.

Background notes and information on various methods, techniques, work practices and relevant resources should be gathered by candidates during lectures and practical sessions.

Wherever possible site visits to see duties and tasks being carried out should take place.

Other visual stimuli should be provided (eg samples of materials, videos, CDs and internet information) relating to proper etiquette and the rules of golf for the candidate wherever possible.

Health and safety, safe working practices and risk assessment should become second nature to the candidates over time. The important aspects of health and safety should be taught early in the delivery of the Unit.

Guidance on approaches to assessment for this Unit

For Outcome 1 the candidate could be presented with questions to test the knowledge required to describe the role and qualities of the greenkeeper and will include as a minimum in the candidate response: roles including: changing holes, pedestrian mowing, moving tee markers, raking bunkers, divoting, irrigation, fertilising, and qualities including: proper procedure, conduct when golf is in play, procedures when golf is in play, courtesy towards golfers, site assessment abilities and completion of tasks to the standards required.

For Outcome 2 the candidate will complete items of written and/or oral or product evidence covering all the PCs. It is suggested that theses should reflect current industry practice wherever possible.

For Outcomes 3 and 4 candidates will should keep personal diaries/logs and photographic evidence (eg 'before and after' photos) to record personal/group participation in the key stages of the tasks and duties and to highlight any problems encountered or successes achieved during the process.

An observational checklist should be developed for Outcome 4, defining the key stages/skills of the practical operations. Assessors should prepare a clear brief for candidates before the practical operations commence.

In all Outcomes a log book or diary should be kept to record progress (or otherwise) and to record the tools, equipment and materials used and the time spent carrying out the activities.

National Unit specification: support notes (cont)

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Opportunities for the use of e-assessment

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

Opportunities for developing Core Skills

In the Unit candidates will have the opportunity to develop aspects of the following Core Skills:

Elements of *Communication* will be developed in the participation of team/group practical tasks, developing effective listening skills through delegation and instruction, communicating with other staff, golfers and managers.

Numeracy will be developed through the understanding of areas, sizes and depths of surfaces where practical tasks and duties will be carried out on the golf course, and measuring positions with regards pin placements, tee markers.

Problem Solving (critical thinking) will be developed through selecting and implementing the proper maintenance task that will improve/repair a given situation, and the selection of the correct or most suitable tools/equipment for given situations.

Working with Others will be developed through working co-operatively with other staff/team members, line manager supervision, and working and communicating alongside golfers using the golf course.

This Unit has the Critical Thinking and Planning and Organising components of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 4 and Planning and Organising at SCQF level 4.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements

History of changes to Unit

Version	Description of change	Date
02	Clarification of Outcome 2 and 3 on page 3.	28/09/2012

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