

QCF specialist qualification approval requirements for tutors, assessors and internal quality assurers

Level 2 Award in Delivering Chair Based Exercise for Frailer Older Adults

Requirements for tutors

- Current knowledge informed by best practice standards/guidance through regular continued professional development (CPD).
- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to deliver (or to have undertaken appropriate up skilling to QCF version)
 - A relevant higher level qualification in the specialist area e.g. L3 Older Adults, L3 Disabled Adults, L4 Postural Stability Specialist Instructor in Falls Prevention, Physiotherapists and Occupational Therapists
 - PTLLS (or equivalent teaching qualification)

Requirements for assessors

- Current knowledge informed by best practice standards/guidance through regular continued professional development (CPD).
- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to assess (or to have undertaken appropriate up skilling to QCF version)
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
 - Level 3 Award in Assessing Competence in the Work Environment (QCF) or
 - Level 3 Certificate in Assessing Vocational Achievement (QCF) or
 - A1 (previously D32,D33)
 - Relevant predecessor NQF assessor qualifications

Requirements for internal quality assurers

- Current knowledge informed by best practice standards/guidance through regular continued professional development (CPD).
- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to quality assure (or to have undertaken appropriate up skilling to QCF version)
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
 - Level 4 Certificate in Leading the internal Quality Assurance of Assessment Processes and Practices
 - V1 (previously D34)

CYQ Level 2 Award in Community Activation

Requirements for tutors

- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - Level 2 Certificate in Fitness Instructing or
 - A bachelor's degree in health related fitness combined with practical application within community health or active leisure sector
 - PTLLS (or equivalent teaching)

Requirements for assessors

- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - Level 2 Certificate in Fitness Instructing or
 - A bachelor's degree in health related fitness combined with practical application within community health or active leisure sector
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
 - Level 3 Award in Assessing Competence in the Work Environment (QCF) or
 - Level 3 Certificate in Assessing Vocational Achievement (QCF) or
 - A1 (previously D32,D33)
 - Relevant predecessor NQF assessor qualifications

Requirements for internal quality assurers

- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - Level 2 Certificate in Fitness Instructing or
 - A bachelor's degree in health related fitness combined with practical application within community health or active leisure sector
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
 - Level 4 Certificate in Leading the internal Quality Assurance of Assessment Processes and Practices
 - V1 (previously D34)

CYQ Level 3 Certificate in Sports Massage (Soft Tissue Therapy)

Requirements for tutors

- Documented CPD and clinical experience for a minimum one year
- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to deliver or a sports massage therapy qualification or a sports therapy/sports rehabilitation qualification or degree which can be shown to have included sports massage techniques
 - PTLLS (or equivalent teaching qualification)

Please note:

For those tutors with less than two years clinical experience CYQ and/or STO (Sports Therapy Organisation) may conduct quality assurance activities for a probationary period of one year

Requirements for assessors

- Current knowledge informed by best practice standards/guidance through regular continued professional development (CPD).
- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to assess or a sports massage therapy qualification or a sports therapy/sports rehabilitation qualification or degree which can be shown to have included sports massage techniques
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
 - Level 3 Award in Assessing Competence in the Work Environment (QCF) or
 - Level 3 Certificate in Assessing Vocational Achievement (QCF) or
 - A1 (previously D32,D33)
 - Relevant predecessor NQF assessor qualifications

Requirements for internal quality assurers

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to quality assure or a sports massage therapy qualification or a sports therapy/sports rehabilitation qualification or degree which can be shown to have included sports massage techniques
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
 - Level 4 Certificate in Leading the internal Quality Assurance of Assessment Processes and Practices
 - V1 (previously D34)

CYQ Level 3 Diploma in Teaching Yoga

Requirements for tutors

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to deliver or
 - British Wheel Level 4 'Teacher Training Diploma' or
 - Yoga Alliance UK Registered Yoga School (200) qualification plus current knowledge informed by best practice standards/guidance through regular continued professional development (CPD)
 - PTLLS (or equivalent teaching qualification)

Please note:

Other Yoga qualifications may be considered on an individual basis. CYQ may request further information and evidence as part of the approval process.

Requirements for assessors

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to assess or
 - British Wheel Level 4 'Teacher Training Diploma' or
 - Yoga Alliance UK Registered Yoga School (200) qualification plus current knowledge informed by best practice standards/guidance through regular continued professional development (CPD)
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
 - Level 3 Award in Assessing Competence in the Work Environment (QCF) or
 - Level 3 Certificate in Assessing Vocational Achievement (QCF) or
 - A1 (previously D32,D33)

Requirements for internal quality assurers

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to quality assure or
 - British Wheel Level 4 'Teacher Training Diploma' or
 - Yoga Alliance UK Registered Yoga School (200) qualification plus current knowledge informed by best practice standards/guidance through regular continued professional development (CPD)
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
 - Level 4 Certificate in Leading the internal Quality Assurance of Assessment Processes and Practices
 - V1 (previously D34)

CYQ Level 3 Diploma in Teaching Pilates

Requirements for tutors

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification the wish to deliver or
 - Level 3 Certificate in Teaching Mat Pilates or
 - Pilates Foundation or
 - Level 2 Pilates (OCR) , Pilates Institute qualification plus Level 3 Certificate in Personal Training or L3 Advanced Fitness instructor plus current knowledge informed by best practice standards/guidance through regular and documented continued professional development (CPD)
 - PTLLS (or equivalent teaching qualification)

Please note:

Other Pilates qualifications may be considered on an individual basis. CYQ may request further information as part of the approval process

Requirements for assessors

- Relevant expertise in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to assess or
 - Level 3 Certificate in Teaching Mat Pilates or
 - Pilates Foundation qualification or
 - Level 2 Pilates (OCR) or Pilates Institute plus Level 3 Certificate in Personal Training or L3 Advanced Fitness instructor plus current knowledge informed by best practice standards/guidance through regular and documented continued professional development (CPD)
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
 - Level 3 Award in Assessing Competence in the Work Environment (QCF) or
 - Level 3 Certificate in Assessing Vocational Achievement (QCF) or
 - A1 (previously D32,D33) or
 - Relevant predecessor NQF assessor qualifications

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Requirements for internal quality assurers

- Relevant expertise and experience in all areas of the qualification being delivered; this should include the following as a minimum:
 - The qualification they wish to quality assure or
 - Level 3 Certificate in Teaching Mat Pilates or
 - Pilates Foundation qualification or
 - Level 2 Pilates (OCR) or Pilates Institute plus Level 3 Certificate in Personal Training or L3 Advanced Fitness instructor plus current knowledge informed by best practice standards/guidance through regular and documented continued professional development (CPD)
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
 - Level 4 Certificate in Leading the internal Quality Assurance of Assessment Processes and Practices or
 - V1 (previously D34)

CYQ Level 3 Exercise Referral for Specific Controlled Conditions

Required criteria

All tutors, assessors and quality assurance staff must:

- Possess an exercise referral specific qualification equivalent to the qualification or units being taught / assessed or quality assured
- Possess a context specific qualification in the context of fitness being assessed or quality assured e.g. exercise to music, yoga
- Have relevant industry experience
- Have knowledge of and a commitment to the Exercise and Fitness Code of Ethical Practice
- Demonstrate active involvement in a process of industry relevant Continued Professional Development during the last two years (this may be discipline / context specific or relevant to tutoring, assessing or quality assurance)
- Be knowledgeable of the Active Leisure, Learning and Wellbeing framework of qualifications

Requirements for tutors

- Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) *or*
- Level 4 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) *or*
- Level 4 Certificate in Teaching in the Lifelong Learning Sector (QCF) (CTTLS) *or*
- Level 5 Diploma in Teaching in the Lifelong Learning Sector (QCF) (DTTLS) *or*
- Certificate in Education *or*
- Relevant predecessor NQF tutor qualifications

Requirements for assessors

- Level 3 Award in Assessing Vocationally Related Achievement (QCF) *or*
- Level 3 Award in Assessing Competence in the Work Environment (QCF) *or*
- Level 3 Certificate in Assessing Vocational Achievement (QCF), *or*
- A1 (previously D32, D33) *or*
- Relevant predecessor NQF assessor qualifications

Requirements for internal quality assurers

- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) *or*
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF) *or*
- V1 (previously D34)
- Relevant predecessor NQF internal quality assurance qualifications

All new assessors and quality assurance staff must be given a clear action plan for achieving the appropriate qualification(s), and should be countersigned by an appropriately qualified individual until the qualification(s) are achieved.

The following approval requirements are generic to the special population qualifications below:

CYQ Level 3 Award in Adapting Exercise for Ante Natal and Post Natal Clients (QCF)

CYQ Level 3 Award in Adapting Exercise for Independently Active, Older People (QCF)

CYQ Level 3 Award in Programming and Supervising Exercise with Disabled Clients (QCF)

All tutors must:

- Possess a special population specific qualification equivalent to the qualification or units being taught, assessed or quality assured
- Possess a context specific qualification in the context of fitness being assessed or quality assured e. g exercise to music, yoga
- Have relevant industry experience
- Have knowledge of and a commitment to the Exercise and Fitness Code of Ethical Practice
- Demonstrate active involvement in a process of industry relevant Continued Professional Development during the last two years (this may be discipline / context specific or relevant to tutoring, assessing or quality assurance)
- Be knowledgeable of the Active Leisure, Learning and Wellbeing framework of qualifications

Tutors

- Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) *or*
- Level 4 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) *or*
- Level 4 Certificate in Teaching in the Lifelong Learning Sector (QCF) (CTTLS) *or*
- Level 5 Diploma in Teaching in the Lifelong Learning Sector (QCF) (DTTLS) *or*
- Certificate in Education *or*
- Relevant predecessor NQF tutor qualifications

Assessors

- Level 3 Award in Assessing Vocationally Related Achievement (QCF) *or*
- Level 3 Award in Assessing Competence in the Work Environment (QCF) *or*
- Level 3 Certificate in Assessing Vocational Achievement (QCF), *or*
- A1 (previously D32, D33) *or*
- Relevant predecessor NQF assessor qualifications

Internal quality assurers

- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) *or*
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF) *or*
- V1 (previously D34)
- Relevant predecessor NQF internal quality assurance qualifications

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All new assessors and quality assurance staff must be given a clear action plan for achieving the appropriate qualification(s), and should be countersigned by an appropriately qualified individual until the qualification(s) are achieved.

Desirable criteria

All Assessors and Quality Assurers should be registered with the Register of Exercise Professionals

CYQ Level 4 Certificate in Weight Management for Individuals with Obesity, Diabetes Mellitus and/or Metabolic Syndrome (QCF)

The team for Level 4 courses must fulfill the following minimum requirements:

- Include a practicing / former NHS clinical / healthcare specialist with significant expertise in the physiology, treatment and management of the disease (e.g. a physiotherapist or nurse specialist) who is involved in sufficient direct delivery of contact time. The specialist does not need to hold a teaching qualification.
- Include a REPs registered exercise instructor with expertise and experience in the specialist area (direct industry experience for at least six months) who is at least Level 3 qualified in exercise referral and holds, or is working towards, a Level 4 qualification in the specialist area, who is present throughout the direct delivery of contact time.
- Include an appropriately qualified assessor and internal quality assurer with recent experience / understanding of the specialist area and ideally a qualification in the specialist area.

Requirements for tutors

- Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) or
- Level 4 Award in Preparing to Teach in the Lifelong Learning Sector (QCF) (PTTLS) or
- Level 4 Certificate in Teaching in the Lifelong Learning Sector (QCF) (CTTLS) or
- Level 5 Diploma in Teaching in the Lifelong Learning Sector (QCF) (DTTLS) or
- Certificate in Education or
- Relevant predecessor NQF tutor qualifications

Requirements for assessors

- Level 3 Award in Assessing Vocationally Related Achievement (QCF) or
- Level 3 Award in Assessing Competence in the Work Environment (QCF) or
- Level 3 Certificate in Assessing Vocational Achievement (QCF), or
- A1 (previously D32, D33)
- Relevant predecessor NQF assessor qualifications

Requirements for internal quality assurers

- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF) or
- V1 (previously D34) or
- Relevant predecessor NQF internal quality assurance qualifications

All new assessors and quality assurance staff must be given a clear action plan for achieving the appropriate qualification(s), and should be countersigned by an appropriately qualified individual until the qualification(s) are achieved.

Desirable criteria

All Assessors should be registered with the Register of Exercise Professionals

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