

Calculation model and permitted adaptations for YMCA gym qualifications



Overview

This document provides guidance on the information centres need to supply in order for calculated results to be issued for learners completing:

- YMCA Level 2 Certificate in Fitness Instructing (Gym-based) 500/8269/3
- YMCA Level 2 Certificate in Gym Instructing 603/2767/4

where face-to-face delivery/assessments may not be possible.

Important information

The arrangements set out in this document may not apply to every learner.

In accordance with Ofqual, CCEA Regulation and Qualification Wales extraordinary regulatory frameworks, calculated results for the qualifications covered in this document are arrived at using the following information:

- outcomes of assessments already completed
- tutor estimation of achievement on assessments that cannot currently be carried out but would have been completed before 31 July 2020 – this must be supported with available evidence
- external quality assurance activity carried out by us to confirm evidence is sufficient to issue a calculated result.

Where there is not enough evidence to generate a calculated result, learners may need to complete an adapted assessment, or wait until the learner can take the assessment as normal.

For assessments that you can continue to carry out:

Centres must ensure that learners are fully prepared before any assessment takes place. This includes ensuring that both learners and their clients are always safe and have agreed to the conditions of the adapted assessment. You may need to consider:

- how you will document agreement from the learner
- risk assessments of the assessment environment
- providing learners with additional guidance on remote assessment
- providing learners with an opportunity to practice adaptations before summative assessment
- how you will stop a learner if they are doing something unsafe.

Formative assessment must take place before learners complete their final summative assessment. If both are being completed remotely, you will need to plan in enough time to allow the learners to practice any corrective actions. You will also need to confirm that learners have taken feedback on board before completing summative assessment to ensure that they are fully prepared.

You do not need approval to complete assessment adaptations outlined in this document, but you must seek approval before making any other changes.

Guidance on estimated assessment elements

Tutor estimation is permitted for the following assessment elements only:

Qualification	Assessment elements
YMCA Level 2 Certificate in Fitness Instructing – Gym-based Exercise (500/8269/3)	9
YMCA Level 2 Certificate in Gym Instructing (603/2767/4)	5

The centre must be confident that the evidence they provide confirms learners' competence and therefore would have met the requirements as identified in the following:

- Summative Assessment checklist for instructing gym-based exercise (unit A/600/9020)
- Summative gym-based delivery on course and final end of course (Gym-based programme delivery and professional instruction (unit D/616/7950) – **white areas of checklist**

Evidence

The list below provides examples of evidence that can be used to support an estimation decision. It is the centre's responsibility to ensure sufficient evidence is collated and made available for external quality assurance checks. **If sufficient evidence cannot be provided, learners may need to complete an adapted assessment, or wait until the learner can take the assessment as normal.**

In order for estimation to be applied a learner must have:

- been fully prepared for assessment
- completed the following assessment elements:
 - YMCA Level 2 Certificate in Fitness Instructing (Gym-based) 1-8
 - YMCA Level 2 Certificate in Gym Instructing 1-3,4 6, 7

Evidence that may be used to support an estimation decision could include:

- learner attendance record
- scheme of work/course overview/lesson plans/assessment plan
- learner progress overview/tracking documents
- learner assessment record (LAR)
- individual learning plans (ILPs)
- workshop or group session feedback /evaluations
- formative assessment records/on course assessment
- written/video feedback to learners from observations
- witness testimonies
- IQA reports/feedback to tutors/assessors
- organisation/management lesson observations/learning walks/peer observations
- any evidence from other qualifications that relate to the YMCA Awards assessment content and strengthen estimation decisions.

Note: For **YMCA Level 2 Certificate in Fitness Instructing (Gym-based)**, as part of the estimation process tutors/assessors must be confident the learner has practised and achieved an acceptable level of understanding and technique delivery for each of the exercises listed in the *Table of designated exercises*.

Permitted assessment adaptations for YMCA Level 2 Certificate in Fitness Instructing – Gym-based Exercise (500/8269/3)

Unit	Assessment element	Current assessment method	Permitted assessment adaptation
Anatomy and physiology for exercise (H/600/9013)	Assessment element 1: Multiple choice theory paper	Face-to-face invigilation	eProctoring
Health, Safety and Welfare in a Fitness Environment (T/600/9016)	Assessment element 2: Assessment Workbook	Assessment workbook (Digital or paper-based)	No adaptation required
Principles of exercise, fitness and health (A/600/9017)	Assessment element 3: Multiple choice theory paper	Face-to-face invigilation	eProctoring
Know how to support clients who take part in exercise and physical activity (M/600/9015)	Assessment element 4: Assessment Workbook	Assessment workbook (Digital or paper-based)	No adaptation required
Planning gym-based exercise (F/600/9018)	Assessment element 5: Planning worksheet	Learner Assessment Record (LAR)	No adaptation required
	Assessment element 6: Plan a gym-based session	Learner Assessment Record (LAR)	No adaptation required
Instructing gym-based exercise (A/600/9020)	Assessment element 7: Instructing worksheet	Learner Assessment Record (LAR) and supplementary questions	No adaptation required
	Assessment element 8: Practical delivery of specific gym-based exercises	Learner Assessment Record (LAR)	No permitted adaptation This assessment element must be completed as outlined in the LAR in order to support estimation for Assessment element 9.
	Assessment element 9: Practical delivery of a gym-based exercise session	Learner Assessment Record (LAR)	See guidance on evidence required to issue a calculated result.

Permitted assessment adaptations for YMCA Level 2 Certificate in Gym Instructing (603/2767/4)

Assessment element by unit

Unit	1	2	3	4	5	6	7
Anatomy and physiology for exercise and fitness instructors (K/616/7823)	x	x					
Providing a positive customer experience in the exercise environment (M/616/7824)		x			x		
Lifestyle management and health awareness (K/616/7949)		x					
Gym-based programme planning and preparation (D/616/7950)			x		x	x	x
Gym-based programme delivery and professional instruction (H/616/79651)				x	x		

Permitted assessment adaptations

Assessment element	Current assessment method	Permitted assessment adaptation
Assessment element 1: Multiple choice theory paper	Face-to-face invigilation	eProctoring
Assessment element 2: Assessment Workbook	Assessment workbook (Digital or paper-based)	No adaptation required
Assessment element 3: Programming for client	Learner Assessment Record (LAR)	No adaptation required
Assessment element 4: On-course practical delivery of specific gym-based exercise	Learner assessment record (LAR)	No adaptation allowed, this assessment element must be completed as outlined in the LAR in order to support estimation for Assessment element 5
Assessment element 5: Observation of consultation and summative gym-based delivery	Learner assessment record (LAR)	See guidance on evidence required to issue a calculated result
Assessment element 6: Programming from case studies	Learner Assessment Record (LAR)	No adaptation required
Assessment element 7: Knowledge questions	Learner Assessment Record (LAR)	No adaptation required