

# YMCA Level 3 Award in Instructing Outdoor Fitness (600/1144/0)

## Qualification Specification





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# Level 3 Award in Instructing Outdoor Fitness

## Qualification Specification

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# Introduction

## About YMCA Awards

At YMCA Awards, we are passionate about learner progress. Our qualifications support every learner, whether taking their first steps into fitness or simply wishing to boost their skills. Our high quality resources and assessment materials have been created by leading industry experts in consultation with employers and training providers.

YMCA Awards are an internationally recognised organisation. We are highly respected in health and fitness circles, and most importantly of all we have helped over 200, 000 people launch and advance their careers.

## Qualification overview

This qualification is regulated by:

Ofqual  
CCEA (Council for Curriculum, Examinations and Assessment)  
QW (Qualifications Wales).

### Qualification aim

The aim of this qualification is to equip the learner with the skills needed to lead outdoor exercise sessions, making the activities imaginative, progressive and effective.

### Overview of knowledge, skills and understanding

#### Learners will cover:

- the considerations involved in working with groups in outdoor environments
- planning a range of exercises relevant to groups of participants outdoors, using body weight, environment, and small equipment
- planning appropriate exercise sessions, taking into account the opportunities and limitations presented by the environment
- instructing safe and effective group exercise sessions in outdoor environments.

### Target group and age range

This qualification is aimed at a range of learners aged 16 and over.

## Qualification structure

To achieve the YMCA Level 3 Award in Instructing Outdoor Fitness, learners must complete 1 mandatory unit.

Unit reference number	Unit title	Level	Credit
K/502/8524	Planning and Delivering Group Exercise Sessions in the Outdoor Environment	3	3

The Total Qualification Time (TQT) for this qualification is 30. The Guided Learning Hours (GLH) assigned are 22 minimum.

### Total Qualification Time (TQT)

This is an estimate of the total amount of time, measured in hours that a learner would reasonably need to be able to show the level of achievement necessary for the award of a qualification.

Total Qualification Time is made up of the following two elements:

- (a) the number of hours which an awarding organisation has assigned to a qualification for Guided Learning (see below), and
- (b) an estimate of the number of hours a Learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

### Guided Learning Hours (GLH)

This is:

- Face-to-face delivery (learning delivered by a lecturer, supervisor, tutor or other appropriate member of the training team)
- E-learning with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place)
- Invigilated assessment (external tests sat under controlled or open-book conditions)
- Internal assessment carried out by the learner with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place).

This is **not**:

Unsupervised learning such as:

- E-learning that the learner carries out unsupervised and with no real-time support from a lecturer, teacher or tutor
- Assessment internally carried out by the learner without a lecturer, teacher or tutor present/available in real-time (for example, completing a Learner Assessment Record (LAR) at home)
- Any additional further study, revision and training activities that the learner does unsupervised to support their learning.

### Recommended Guided Learning Hours – our ongoing review

Your External Quality Assurer (EQA) will ask you to feedback on GLH annually as part of the quality assurance visit. You should base your feedback on a typical learner taking this qualification and the time spent on



supervised learning (GLH). If you feel the GLH is different from the above and you wish to feedback before your next EQA visit, please email us: [awards.products@ymca.co.uk](mailto:awards.products@ymca.co.uk).

## Entry requirements

Learners must hold Level 2 Certificate in Fitness Instructing - Gym-Based Exercise or Exercise to Music (or equivalent).

## Opportunities for progression

### Future employment possibilities

This qualification can lead to employment as an outdoor exercise fitness instructor within a fitness centre and/or related occupational areas

### Progression to further/higher level learning

This qualification provides progression to other qualifications at the same and higher levels, for example:

- Level 3 Award in Sports Conditioning
- Level 3 Diploma in Personal Training and Instruction
- Level 3 Award in Instructing Boot Camp Fitness Training.

## Mapping to standards

There are links to National Occupational Standard SKLALD22 'Lead a session'. For more information please see: <http://nos.ukces.org.uk/Pages/index.aspx>.

## Centre approval

This qualification can only be offered by centres approved by YMCA Awards to deliver it. Details of YMCA Awards approvals processes can be found on our website: [www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre](http://www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre).

## Qualification approval

If your centre is already approved, you should only need to complete and submit a qualification approval form to deliver this qualification. However, you may also need to complete an additional staff approval form if the qualification is going to be delivered by staff who are not currently approved by YMCA Awards. Details of additional approvals can be found on our website: [www.ymcaawards.co.uk/approvals](http://www.ymcaawards.co.uk/approvals).

## Tutor, assessor and IQA approval requirements

To make sure you meet the most up-to-date requirements please see the YMCA Awards staff approval requirement document. This can be found on our website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Registration

All learners must be registered within the first 10% of the duration of their course (eg, for a course that lasts 10 days, learners should be registered on the first day of their course at the latest). For further details on registration please go to our website: [www.ymcaawards.co.uk/registration](http://www.ymcaawards.co.uk/registration).

## Qualification availability

This qualification is available in:  
England and regulated by Ofqual

Northern Ireland and regulated by CCEA (Council for Curriculum, Examinations and Assessment)  
Wales and regulated by QW (Qualifications Wales).

## Reasonable adjustments and special considerations

In making this qualification available, YMCA Awards has made every attempt to make sure that there are no unnecessary barriers to achievement. You can find full details of our reasonable adjustment and special considerations policy on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

## Enquires and appeals procedures

YMCA Awards has an appeals procedure in accordance with the regulatory arrangements in the General Conditions of Recognition. Full details of these procedures are available on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

## Assessment and quality assurance

### How the qualification is assessed

Assessment is the process of measuring a learner's skills, knowledge and understanding against the standards set in the qualification.

This qualification is a unit-based qualification and each unit contains learning outcomes and assessment criteria. Learning outcomes set out what the learner is expected to know, understand or be able to do as a result of the learning process. Assessment criteria detail the standards a learner is expected to meet and are broken down into what the learner 'can' do as a result of successfully achieving the unit.

The learner can be assessed holistically or individually as long as they show that the learning outcomes have been achieved.

Competency based learning outcomes (eg, be able to) are typically assessed through direct observation and these will take place in a real work environment. Where a real work environment is not stipulated the observation can be simulated and be internally assessed.

Knowledge based learning outcomes (eg, know or understand) can be assessed in a number of different ways such as worksheets, projects, professional discussion etc. The assessment method chosen should reflect the content of the unit.

This qualification must be assessed in line with YMCA Awards assessment policies and procedures [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

The YMCA Level 3 Award in Instructing Outdoor Fitness is assessed through internal assessment.

### Internal assessment

YMCA Awards suggest the following approaches to internal assessment:

#### Using a Learner Assessment Record (LAR)

This document typically contains assessment guidance and paperwork developed by YMCA Awards to support the assessment of a qualification.

A Learner Assessment Record is available for this qualification, to access it, make sure you are logged in to the centre home on the website and follow this link: [www.ymcaawards.co.uk/download-resources/lars](http://www.ymcaawards.co.uk/download-resources/lars).

### Creating a portfolio of evidence

If you choose not to use the YMCA Awards Learner Assessment Record (LAR) to evidence internal assessment then the learner must create a portfolio of evidence. Centres must work with learners to create this portfolio and need to make sure that the learner's portfolio shows coverage of the learning outcomes and/or assessment criteria where required.

A typical portfolio of evidence could include:

- Evidence index
- Assessor observation – completed observational checklists and related action plans
- Witness testimony
- Candidate's proof of work
- Worksheets
- Assignments/projects/reports/presentations
- Record of professional discussion
- Record of oral and written questioning
- Candidate and peer reports
- Recognition of Prior Learning (RPL).
- Summary of achievement.

Centres need to make sure assessment specifications and paperwork are signed off by the EQA before delivery.

As a guide to selecting appropriate assessment methods see the suggested example in the 'Qualification content' section of this specification.

### External assessment

There is no external assessment for this qualification.

### Assessors

The role of the assessor is to make an informed judgement about the evidence a learner should provide to show they can meet the assessment criteria. For further guidance please see the 'Role of the assessor' document on the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

### Internal and external quality assurance

The role of the Internal Quality Assurer (IQA) is to make an informed judgement(s) regarding the practice of and decisions made by the assessment team to maintain standards. They are a vital link between the assessors and the External Quality Assurer (EQA). For further information on the role of the IQA and the EQA go to the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Qualification content

### Unit specifications and recommended assessment methods

# Planning and Delivering Group Exercise Sessions in the Outdoor Environment (K/502/8524)

## Unit aim

To equip the learner with the skills needed to lead outdoor exercise sessions, making the activities imaginative, progressive and effective.

## Unit content

The learner will:

### 1 Understand the considerations involved in working with groups in outdoor environments

The learner can:

1.1 Analyse the health and safety aspects of a proposed exercise environment

1.2 State the legal requirements for working outdoors

1.3 Recognise the implications of the Register of Exercise Professionals Code of Practice when working in outdoor environments

The learner will:

### 2 Understand how to plan a range of exercises relevant to groups of participants outdoors, using body weight, environment, and small equipment

The learner can:

2.1 Demonstrate a range of body weight exercises used to target the following areas of fitness:

- Cardiovascular
- Muscular strength and endurance
- Flexibility
- Motor skills

2.2 Demonstrate how the exercises in 2.1 can be progressed/adapted using environmental features

2.3 Demonstrate a range of exercises suitable for groups in outdoor environments using small portable equipment

The learner will:

### 3 Be able to plan appropriate exercise sessions, taking into account the opportunities and limitations presented by the environment

The learner can:

3.1 Evaluate the participants' goals for training in an outdoor environment

3.2 Develop a balanced exercise session to reflect the participants' goals, and the opportunities and limitations provided by the specific outdoor environment

3.3 Progress or modify the programme according to the participants' needs

3.4 Demonstrate use of group/team/partner work in order to enhance the exercise experience for the participants

The learner will:

### 4 Be able to instruct safe and effective group exercise sessions in outdoor environments

The learner can:

4.1 Explain the importance of a warm up that is appropriate to the session and the environment in which it is taking place

4.2 Analyse the client(s)' performance, and give appropriate advice, correction and praise on technique

4.3 Manage group exercise in a way that allows for supervision of Health and Safety aspects (in 1.1)

4.4 Manage group exercise in a way that allows for supervision of client performance (as in 4.2)

4.5 Adapt teaching skills in order to overcome the potential challenges of the outdoor environment

4.6 Explain the importance of a cool down that is appropriate to the session and the environment in which it is taking place

4.7 Evaluate the session, using feedback from the participants, and make recommendations for future sessions

#### Assessment specification

- Planning
- Observation
- Professional discussion/Knowledge questions





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*YMCA Awards is one of the UK's leading health, fitness and wellbeing specific awarding organisations. It offers training centres and learners across the world a diverse suite of qualifications, from introductory (Level 1) to advanced levels (Level 4).*

*YMCA Awards issues over 30,500 qualification certificates a year, helping learners in the UK and overseas to launch and progress their careers in the active leisure sector.*

*To view YMCA Awards' full range of qualifications please visit  
[www.ymcaawards.co.uk](http://www.ymcaawards.co.uk).*

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