



FLEXIBILITIES

QUALIFICATION HANDBOOK

for centre staff

Please note these qualifications will be withdrawn from any new learner registrations on 31/12/2018. Please contact AIM Awards for further information on 01332 341822.

AIM Awards

**Suite of Sports Fitness
Qualifications **WITHDRAWN****



**AIM
Awards**

“

I would like to convey my thanks to you all at AIM Awards for the support and guidance you have provided during our first year as a training centre. I am aware we have asked a lot of questions and sent a lot of emails and you have dealt with every query swiftly and efficiently combined with a lot of patience.

It has been a roller coaster of a year setting up everything from scratch but it has been made easier by having access to you all.

Carol Harmston, AIM Awards Centre ”



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Introduction

Welcome to the AIM Awards Suite of Sports Fitness Qualifications Handbook. This Handbook contains everything you need to know about these qualifications and is intended for Tutors, Assessors, Internal Verifiers and other staff involved with the planning, delivery and assessment:

- AIM Awards Level 1 Award in Sports Fitness: Health and Nutrition (600/5160/7)
- AIM Awards Level 1 Award in Sports Fitness: Strength and Conditioning (600/5161/9)

This is a live document and as such will be updated when required. You will be informed via email when changes are made and it is your responsibility to ensure the most up-to-date version of the Qualification Handbook is in use.

We also provide Learner Guides for our qualifications. These learner-friendly documents detail everything your learners will need to know about the qualification they are undertaking; the content of the qualification, how they will be assessed, what the qualification could lead to and any additional information to help them successfully achieve. These are available to download on our website (www.aimawards.org.uk) or alternatively contact us to access these.

About Us

AIM Awards is a national and international Awarding Organisation. We offer a large number of regulated qualifications at different levels and in a wide range of subject areas, Access to Higher Education Diplomas and End Point Assessments. Our products are flexible enough to be delivered in a range of settings, from small providers to large colleges and in the workplace both nationally and internationally. We pride ourselves on offering the best possible customer service, and are always on hand to help if you have any questions. Our organisational structure and business processes enable us to be able to respond quickly to the needs of customers to develop new products that meet their specific needs.

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Section One

Qualification Overview

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About these Qualifications

The Sports Fitness qualifications have been designed in partnership with Leicester Tigers as part of their education centre. Utilising the Leicester Tigers areas of expertise and reinforced by the Leicester Tigers players, who are ideal role models for healthy living and the maintenance of physical fitness, these qualifications are designed to inspire learners to live a healthier life and to incorporate regular physical activity as part of their lifestyle.

Level 1 Award in Sports Fitness: Health and Nutrition

This qualification is designed to introduce learners to the field of nutrition, broadening their understanding of essential nutrients, maintaining a balanced diet, and emphasising its overall importance to healthy living. It will equip learners with the knowledge and understanding of health and nutrition that will enable them to create diet plans with carefully thought and justified food choices and meals. It encourages learners to consider their health and nutrition choices and to make decisions that will result in a more balanced and healthy diet, promoting life and longevity.

Reinforced by the Leicester Tigers players who are ideal role models for healthy living, this qualification will inspire learners to live a healthier lifestyle, actively promote key health messages to the broader community at large and to lead by example

Level 1 Award in Sports Fitness: Strength and Conditioning

Focusing on a specific area of training and exercise, this qualification introduces learners to the concept of strength and conditioning and its role in achieving and maintaining physical fitness. This will enable learners to practice strength and conditioning exercises safely, preventing any damage to equipment and more importantly reducing and preventing the threat of physical injury. This qualification will give learners the knowledge and understanding of how to design and use their own personal training programmes, enabling them to exercise and keep physically fit in the future. Learners will gain a better understanding of fitness, strength and conditioning and training programme design and implementation that will enable them to improve their general health and or their sports performance.

This qualification will inspire learners to incorporate regular physical activity to achieve minimum levels of physical fitness as part of their healthy lifestyle.

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Qualification Details

Qualification	
AIM Awards Level 1 Award in Sports Fitness: Health and Nutrition	
Assessment	Internally set, internally marked and externally verified portfolio of evidence
Grading	Pass/Fail
Progression Opportunities	These qualifications support the development personal and social skills, so encouraging progression to a wide range of employability/vocational training courses
Geographical Coverage	England
Operational Start Date	01/05/2012
Operational End Date	31/12/2018
Certificate End Date	31/12/2021
Sector	8.1 Sport, Leisure and Recreation
Qualification Number	600/5160/7
Learning Aim Reference	60051607
Credit Value	3
Guided Learning Hours (GLH)	27
Total Qualification Time (TQT)	31
Minimum Learner Age	16+
Rules of Combination	Learners must achieve 3 credits from the essential component.

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Qualification	
AIM Awards Level 1 Award in Sports Fitness: Strength and Conditioning	
Assessment	Internally set, internally marked and externally verified portfolio of evidence
Grading	Pass/Fail
Progression Opportunities	These qualifications support the development personal and social skills, so encouraging progression to a wide range of employability/vocational training courses
Geographical Coverage	England
Operational Start Date	01/05/2012
Operational End Date	31/12/2018
Certification End Date	31/12/2021
Sector	8.1 Sport, Leisure and Recreation
Qualification Number	600/5161/9
Learning Aim Reference	60051619
Credit Value	3
Guided Learning Hours (GLH)	27
Total Qualification Time (TQT)	31
Minimum Learner Age	16+
Rules of Combination	Learners must achieve 3 credits from the essential component.

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Total Qualification Time and Guided Learning Hours

Total Qualification Time (TQT) is the number of notional hours it takes a typical learner to achieve the full qualification and is made up of two elements:

- the minimum number of Qualification Guided Learning Hours (GLH) - the number of Tutor-led contact hours
- the number of hours spent on preparation, studying and the assessment that is non-guided

For example, the number of tutor-led contact hours (GLH) for a qualification is 30 and the number of hours spent by the learner (non-GLH) on preparation, studying and the assessment is 6 hours. Therefore the Total Qualification Time (TQT) for the qualification is 36 hours.

Progression Opportunities

Learners from these qualifications can progress onto Level 3 waste operative qualifications or general preparation for work qualifications.

Entry Guidance

There are no specific entry requirements for this qualification.

Qualification Dates

The qualification review date is the date by which we will have carried out a review of the qualification. We work with sector representatives to make any changes necessary to meet sector needs and to reflect recent developments. In most cases, we'll extend the qualification and set a new review date. If we make a decision to withdraw a qualification, we'll set an operational end date.

We will post information relating to changes or extensions to qualifications on our website and centres approved to offer the qualification will be kept updated. The certification end date will be three years from the operational end date.

Resource Requirements

Strength & Conditioning – Environment & Equipment. All theory based learning activities to be completed in an interactive and safe classroom environment suitable for individual and group activities. Learners will need to have access to open space suitable for the practical elements of this qualification with occasional access to gym facilities. Equipment that will be used includes resistance weights, exercise machines, and other exercise-based equipment. The environment in which all practical learning and assessments are completed must be safe and always in the presence of a suitably qualified person.

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Health & Nutrition – Environment and Equipment

All theory based learning activities to be completed in an interactive and safe classroom environment suitable for individual and group activities. Learners are encouraged to follow and complete their self-designed diet plans at their own discretion. No ingredients or food items will be provided to any learners. Providers of this qualification have the option to provide examples of nutritional content of various food items through the use of food packaging and can also encourage learners to bring further examples. These resources are however readily available on the internet.



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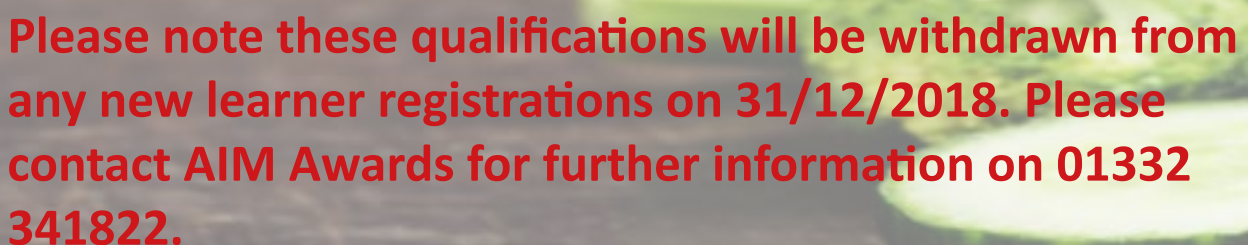


Section Two

Qualification Structure and Components

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Qualification Structure and Components

This section details the rules of combinations for these qualifications. Select the component title to view the component details.

Rules of combination for: AIM Awards Level 1 Award in Sports Fitness: Health and Nutrition (EXPIRING 31/12/2018)				
Learners must achieve 3 credits from the single essential component to achieve this qualification.				
Component Code	Component Title	Level	Credit Value	GLH
Essential				
H/503/9344	Sports Fitness: Health and Nutrition	One	3	27

Rules of combination for: AIM Awards Level 1 Award in Sports Fitness: Strength and Conditioning (EXPIRING 31/12/2018)				
Learners must achieve 3 credits from the single essential component to achieve this qualification.				
Component Code	Component Title	Level	Credit Value	GLH
Essential				
D/503/9360	Sports Fitness: Strength and Conditioning	One	3	27

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Section Three

Assessment

Please note these qualifications will be withdrawn from any new learner registrations on 31/12/2018. Please contact AIM Awards for further information on 01332 341822.

Centre Staff Requirements

As an Awarding Organisation, we require that:

Tutors have relevant teaching experience and/or a qualification, and experience and/or a qualification in the relevant subject area. Suitable teaching qualifications include:

- Level 3 or 4 Preparing to Teach in the Lifelong Learning Sector (PTLLS) or above
- Level 3 Education and Training or above
- Diploma or Certificate in Education
- Bachelors or Masters Degree in Education

Assessors have an assessor qualification or evidence of recent relevant experience. Suitable assessor qualifications include:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Certificate in Assessing Vocational Achievement
- A1 Assess Candidate Performance using a Range of Methods
- D32 Assess Candidate Performance and D33 Assess Candidate using Differing Sources of Evidence

Internal Verifiers (IV) have an internal verification qualification or evidence of recent relevant experience. Suitable internal verification qualifications include:

- Level 4 Award in Internal Quality Assurance of Assessment Processes and Practice
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice
- V1 Conduct Internal Quality Assurance of the Assessment Process
- D34 Internally Verify the Assessment Process

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How these Qualifications are Assessed

These qualifications are assessed through an internally set, internally marked and externally verified portfolio of evidence. A summary of the assessment is shown below. Guidance on our expectations is available in 'A Guide to Assessing AIM Awards Qualifications' available on the AIM Awards website (www.aimawards.org.uk).

Components		Set by the centre			Set by AIM Awards			
Component Code	Component Title	Level	Portfolio of evidence	Exam	Practical	Portfolio of evidence	Exam	Practical
H/503/9344	Sports Fitness: Health and Nutrition	One	✓	–	✓	–	–	–
D/503/9360	Sports Fitness: Strength and Conditioning	One	✓	–	✓	–	–	–

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Section Four

Operational Guidance

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Offering these Qualifications

Centres wishing to offer these qualifications must be an AIM Awards recognised centre. New centres can apply to become a centre using the Centre Recognition Application Process on our website (www.aimawards.org.uk) or by contacting the AIM Awards office.

We can advise centres on the best and most efficient methods for offering this qualification. All procedures for the use of this qualification, including approval, registration of learners, verification and certification will be completed through AIM Awards and all centres will have an allocated Customer Support Officer to support them.

Approval to Offer these Qualifications

Centres wishing to offer these qualifications must complete and submit a Qualification Approval Request. Some qualifications require that centres have specific resources in place and/or that their Assessors/Internal Verifiers hold certain qualifications. Where this is the case, centres must provide evidence of resources/staff qualifications when completing the Qualification Approval Request.

Registration and Certification

Once your centre has approval to offer a qualification, you will be able to register learners via the AIM Awards Online Portal. Learners must be registered onto the correct programme via the Portal (a programme is the centre's chosen set of components from their approved qualification). Centres should also check that the correct components are listed.

A Recommendation for the Award of Credit (RAC/ERAC) form will be produced for each programme once learners are registered. Centres will be able to download their RAC/ERAC forms within four weeks of receipt of correctly submitted registrations. The RAC/ERAC is used to claim the learners' achievements at the end of the course and details must be checked carefully as these will appear on any certificates issued.

Details of assessment, internal verification and external verification can be found in Appendix 1 - A Guide to Assessing AIM Awards Qualifications.

Once the RAC/ERAC has been correctly completed and received by AIM Awards, certificates and a summary of credit achievement will be produced and issued. Learners that have achieved a qualification will be issued with a qualification certificate with details of the qualification and components achieved. Learners that have not achieved a qualification will be issued with a component certificate with details of the components achieved.

Fees and Charges

The AIM Awards Fees and Charges Brochure includes all qualification charges and is available on our website. Please note that registrations will not be processed if centre fees have not been paid.

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Section Five

Appendices

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APPENDICES AND LINKS

Select an appendix from the list below to view the document.

Appendix Name

A Guide to Assessing AIM Awards Qualifications



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